AGENDA

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

JAN. 31, 1997

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, January 31, 1997
9:00 A.M.
Hamilton Place, Meeting Room #1

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Oath of Appointed Office : Citizen Appointees — *Attachment A*

B. Board Meeting Schedule
At its meetings held November 29th and December 18th the Board resolved that effective February 1, 1997 its Standing Committees be eliminated and that the full Board meet twice each month.

C. Marketing and Sales First Report of 1997 — *Attachment C*

D. Operations and Finance and Administration Committees Joint First Report of 1997 — *Attachment D*

E. Community Dinner: CYO Celebrity Dinner
Thursday, February 27, 1997 / Carmen's Banquet Centre — *Attachment E*

INFORMATION ITEMS

2. **Correspondence** — **Attachment 2**

3. **Minutes of Regular Meeting Held December 18, 1996** — **Attachment 3**

   3.1 Errors or Omissions
   3.2 Motion for Approval

4. **Business Arising From the Minutes**

5. **Private and Confidential**

6. **New Business**

7. **Other Business**

8. **Date of Next Meeting:** **To Be Determined**

9. **Adjournment**

OUTSTANDING BUSINESS
Nil

January 24, 1997
Patricia Bennett
Secretary to the Board of Directors

A

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso, Managing Director/CEO; Patricia Bennett, Legislative Assistant

DATE: January 24, 1997

SUBJECT: **OATH OF APPOINTED OFFICE**

RECOMMENDATION:

THAT THE FOLLOWING CITIZENS, Mrs. Mary Dow, Mr. Fred Deys and Mr. Andy Skrypniak, APPOINTED BY CITY COUNCIL AT ITS MEETING HELD 1996 NOVEMBER 12 TO SERVE ON THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. FOR A TERM TO EXPIRE 1999 DECEMBER 31, TAKE THE OATH OF APPOINTED OFFICE AT THE REGULAR MEETING OF THE H.E.C.F.I. BOARD OF DIRECTORS JANUARY 31, 1997.

BACKGROUND:

- City Council, at its meeting held 1991 October 29 adopted the recommendation "*That citizens appointed by Council to Boards, Commissions and Committees be required to take an Oath of Appointed Office, similar to that taken by members of City Council...*" and "*... that the City Solicitor provide a briefing of the Conflict of Interest rules and their practical application to all successful applicants prior to assuming their appointed responsibilities.*"

- Mayor Morrow, or in his absence, the City Clerk will administer the Oath of Appointed Office as follows:

> *"I,....., do solemnly promise and declare that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office of Member/Director of the Hamilton Entertainment and Convention Facilities Board, to which I have been appointed in this municipality, that I have not received and will not receive any payment or reward, or promise thereof, for the exercise of any partiality or malversation or other undue execution of such office, and that I have not by myself or partner, either directly or indirectly, any interest in any contract with or on behalf of the H.E.C.F.I. corporation except that arising out of my office as Member/Director.*

- A copy of the City Solicitor's March 3, 1992 memorandum respecting Conflict of Interest Guidelines is attached.

- A copy of the *Municipal Conflict of Interest Act, 1983, February 1989* is also attached.

Respectfully submitted,

Gabe Macaluso
Managing Director/CEO

Patricia Bennett
Legislative Assistant

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Member
Board/Committee
City of Hamilton

FROM: P. Noé Johnson
City Solicitor
Law Department
PHONE: 546-4520

SUBJECT: Conflict of Interest Guidelines
DATE: 1992 March 3

WELCOME TO PUBLIC SERVICE! By accepting the appointment to serve your community as a Citizen member in the City of Hamilton's Board/Committee structure, you will be subject to **ethical guidelines** that apply to Municipal Public service.

Those in public service must engender the public's confidence in exercising their authority in the best interests of that public, untouched by the perception of personal gain. The integrity of the member is not in question; each member, however, must ensure that their personal interests may not influence (or be perceived to influence) their public decisions.

To encourage citizens to participate in the democratic process and guide them through the issue of potential economic conflict between personal and public interest, the Province of Ontario has enacted rules set down in Statute (the Municipal Conflict of Interest Act); these rules have been interpreted by a growing volume of case law. This Statute is currently the subject of a report by the *Municipal Conflict of Interest Consultation Committee* to the Minister of Municipal Affairs (July 1991). This Committee has recommended a statement of purpose to clarify the intent of the legislation:

- to preserve the integrity of the local government decision-making process;
- to ensure that members' personal pecuniary interests do not affect their public duties;
- to ensure that members do not use their public office to further their personal pecuniary interests;
- to provide a procedure for disclosure of pecuniary interest and for withdrawal from the decision-making process where the personal pecuniary interest of a member may conflict with the public interest (where exceptions do not apply).

The following are **guidelines** offered to assist you in recognizing a potential for conflict and avoiding a conflict between your personal interests and the position of public trust as a Committee/Board member.

1. **Recognize** the potential for a personal financial interest in an item to be or under discussion by your Committee/Board. *This is easier said than done.*

The interest may exist through employment, business or as a controlling shareholder in public corporation or simply as a shareholder or director of a private corporation.
A member may also have an interest through a parent, spouse or child.

2. In the event of a potential conflict, do any of the following exemptions apply?

same interest as community eg. ratepayers
remote or insignificant, not likely to influence the person

3. Once the member has determined (*and its YOUR call*) that a potential conflict of personal/public interest does exist, the following procedure is recommended:

Prior to consideration of the matter, disclose the general nature of the interest - Do Not discuss the matter with any committee/board member unless and until disclosure of interest and withdrawal from decsion process.

Take no part in consideration of the matter or vote on any question

Do not attempt to influence the voting on any question on the matter;

If the Committee/Board is in private, In-Camera Session, leave the meeting;

If absent from the meeting at which matter is discussed, make your disclosure at the next session.

NOTE: BY DISCLOSING THE INTEREST AND WITHDRAWING FROM THE DECISION-MAKING PROCESS, THE MEMBER HAS REVERTED TO A MEMBER OF THE PUBLIC FOR ANY TIME THE MATTER AFFECTED BY YOUR PERSONAL INTEREST IS DISCUSSED.

SBN 0-7729-5221-3

Government of Ontario

Gouvernement de l'Ontario

Municipal Conflict of Interest Act, 1983

Statutes of Ontario, 1983
Chapter 8

as amended by
1986, Chapter 64, s. 38 and
1988, Chapter 31, s. 17

Loi de 1983 sur les conflits d'intérêts municipaux

Lois de l'Ontario de 1983
Chapitre 8

tel qu'il est modifié par
l'art. 38 du chap. 64 de 1986
et l'art. 17 du chap. 31
de 1988

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OFFICE CONSOLIDATION

THIS CONSOLIDATION IS PREPARED FOR PURPOSES OF CONVENIENCE ONLY, AND FOR ACCURATE REFERENCE RECOURSE SHOULD BE HAD TO THE STATUTES.

THE FRENCH TEXT OF THIS ACT HAS NOT BEEN ENACTED BY THE LEGISLATIVE ASSEMBLY, BUT IT IS AN OFFICIAL TRANSLATION WHICH MAY BE ADMITTED IN EVIDENCE UNDER SUBSECTION 25 (2) OF THE *EVIDENCE ACT*, CHAPTER 145 OF THE REVISED STATUTES OF ONTARIO, 1980.

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CHAPTER 8

Municipal Conflict of Interest Act, 1983

Definitions

1. In this Act,

(a) "child" means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family; ("enfant")

(b) "controlling interest" means the interest that a person has in a corporation when he beneficially owns, directly or indirectly, or exercises control or direction over, equity shares of the corporation carrying more than 10 per cent of the voting rights attached to all equity shares of the corporation for the time being outstanding; ("intérêts majoritaires")

(c) "council" means the council of a municipality other than an improvement district and means the board of trustees of a municipality that is an improvement district; ("conseil")

(d) "elector" means,

(i) in respect of a municipality, or a local board thereof, other than a school board, a person entitled to vote at a municipal election in the municipality, and

(ii) in respect of a school board, a person entitled to vote at the election of members of the school board; ("électeur")

(e) "interest in common with electors generally" means a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part; ("intérêt commun à tous les électeurs")

(f) "judge" means a judge of the county or district court of the county or district in which the municipality or the administrative or head office of the local board is situate, or if, through illness or absence there is no judge of that court able to act, a judge of the county or district court of a county or district that adjoins the county or district in which the municipality or the administrative or head office of the local board is situate; ("juge")

(g) "local board" means a school board, board of directors of a children's aid society, committee of adjustment, committee of management of a community recreation centre, conservation authority, court of revision, land division committee, public utilities commission, public library board, board of management of an improvement area, board of park management, board of health, board of commissioners of police, planning board, district welfare administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a home for the aged, suburban roads commission or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board, a local roads board, a local services board or a negotiating committee appointed under the *Municipal Boundary Negotiations Act, 1981*; ("conseil local")

1981, c. 70

(h) "meeting" includes any regular, special, committee or other meeting of a council or local board, as the case may be; ("réunion")

(i) "member" means a member of a council or of a local board; ("membre")

(j) "municipality" means the corporation of a county, city, town, village, township or improvement district or of a metropolitan, regional or district municipality and a board, commission or other local authority exercising any power in respect of municipal affairs or purposes, including school purposes, in territory without municipal organization, but does not include a committee of management of a com-

munity recreation centre appointed by a school board, a local roads board or a local services board; ("municipalité")

(k) "parent" means a person who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child; ("père ou mère")

(l) "school board" means a board of education, public school board, secondary school board, Roman Catholic separate school board or Protestant separate school board and includes a divisional board of education; ("conseil scolaire")

(m) "senior officer" means the chairman or any vice-chairman of the board of directors, the president, any vice-president, the secretary, the treasurer or the general manager of a corporation or any other person who performs functions for the corporation similar to those normally performed by a person occupying any such office; ("dirigeant")

(n) "spouse" means a person of the opposite sex to whom the person is married or with whom the person is living in a conjugal relationship outside marriage. ("conjoint") 1983, c. 8, s. 1; 1986, c. 64, s. 38.

Indirect pecuniary interest

2. For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

(a) he or his nominee,

(i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,

(ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or

(iii) is a member of a body,

that has a pecuniary interest in the matter; or

(b) he is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. 1983, c. 8, s. 2.

Interest of certain relatives deemed that of member

3. For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member. 1983, c. 8, s. 3.

EXCEPTIONS

Where s. 5 does not apply

4. Section 5 does not apply to a pecuniary interest in any matter that a member may have,

(a) as a user of any public utility service supplied to him by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;

(b) by reason of his being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;

(c) by reason of his purchasing or owning a debenture of the municipality or local board;

(d) by reason of his having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to him in like manner as such a deposit is or may be returnable to all other electors;

R.S.O. 1980, cc. 126, 250

(e) by reason of having an interest in any property affected by a work under the *Drainage Act* or under the *Local Improvement Act*;

R.S.O. 1980, c. 31

(f) by reason of having an interest in farm lands that are exempted from taxation for certain expenditures under the *Assessment Act*;

(g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;

(h) by reason only of his being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of his being a member of a board, commission, or other body as an appointee of a council or local board;

(i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which he may be entitled by reason of being a member or under a by-law passed pursuant to section 252 of the *Municipal Act*, or as a member of a volunteer fire brigade, as the case may be;

R.S.O. 1980, c. 302

(j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or

(k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member. 1983, c. 8, s. 4.

DUTY OF MEMBER

When present at meeting at which matter considered

5.—(1) Where a member, either on his own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, he,

(a) shall, prior to any consideration of the matter at the meeting, disclose his interest and the general nature thereof;

(b) shall not take part in the discussion of, or vote on any question in respect of the matter; and

(c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration.

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of his absence from the meeting referred to therein, the member shall disclose his interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by him after the meeting referred to in subsection (1). 1983, c. 8, s. 5.

RECORD OF DISCLOSURE

Disclosure to be recorded in minutes

6.—(1) Every declaration of interest and the general nature thereof made under section 5 shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the clerk of the municipality or secretary of the committee or local board, as the case may be.

Idem

(2) Every declaration of interest made under section 5, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public. 1983, c. 8, s. 6.

REMEDY FOR LACK OF QUORUM

Quorum deemed constituted

7.—(1) Where the number of members who, by reason of the provisions of this Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, notwithstanding any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

Application to judge

(2) Where in the circumstances mentioned in subsection (1), the remaining number of members who are not disabled from participating in the meeting is less than two, the council or local board may apply to a judge on an *ex parte* basis for an order authorizing the council or local board, as the case may be, to give consideration to, discuss and vote on the matter out of which the interest arises.

Power of judge to declare s. 5 not to apply

(3) The judge may, on an application brought under subsection (2), by order, declare that section 5 does not apply to the council or local board, as the case may be, in respect of the matter in relation to which the application is brought, and the council or local board thereupon may give consideration to, discuss and vote on the matter in the same manner as though none of the members had any interest therein, subject only to such conditions and directions as the judge may consider appropriate and so order. 1983, c. 8, s. 7.

ACTION WHERE CONTRAVENTION ALLEGED

Who may try alleged contravention of s. 5 (1-3)

8. The question of whether or not a member has contravened subsection 5 (1), (2) or (3) may be tried and determined by a judge. 1983, c. 8, s. 8.

Who may apply to judge

9.—(1) Subject to subsection (3), an elector may, within six weeks after the fact comes to his knowledge that a member may have contravened subsection 5 (1), (2) or (3), apply to

the judge by way of originating notice of motion in the manner prescribed by the rules of court for a determination of the question of whether the member has contravened subsection 5 (1), (2) or (3).

Contents of notice of motion

(2) The elector in his notice of motion shall state the grounds for finding a contravention by the member of subsection 5 (1), (2) or (3).

Time for bringing application limited

(3) No application shall be brought under subsection (1) after the expiration of six years from the time at which the contravention is alleged to have occurred. 1983, c. 8, s. 9.

Power of judge to declare seat vacant, disqualify member and require restitution

10.—(1) Subject to subsection (2), where the judge determines that a member or a former member while he was a member has contravened subsection 5 (1), (2) or (3), he,

(a) shall, in the case of a member, declare the seat of the member vacant; and

(b) may disqualify the member or former member from being a member during a period thereafter of not more than seven years; and

(c) may, where the contravention has resulted in personal financial gain, require the member or former member to make restitution to the party suffering the loss, or, where such party is not readily ascertainable, to the municipality or local board of which he is a member or former member.

Saving by reason of inadvertence or *bona fide* error

(2) Where the judge determines that a member or a former member while he was a member has contravened subsection 5 (1), (2) or (3), if the judge finds that the contravention was committed through inadvertence or by reason of a *bona fide* error in judgment, the member is not subject to having his seat declared vacant and the member or former member is not subject to being disqualified as a member, as provided by subsection (1).

Member not to be suspended

(3) The authority to disqualify a member in subsection (1) does not include the right to suspend a member. 1983, c. 8, s. 10.

Appeal to Divisional Court

11.—(1) An appeal lies from any order made under section 10 to the Divisional Court in accordance with the rules of court.

Judgment or new trial

(2) The Divisional Court may give any judgment that ought to have been pronounced, in which case its decision is final, or

the Divisional Court may grant a new trial for the purpose of taking evidence or additional evidence and may remit the case to the trial judge or another judge and, subject to any directions of the Divisional Court, the case shall be proceeded with as if there had been no appeal.

Appeal from order or new trial

(3) Where the case is remitted to a judge under subsection (2), an appeal lies from the order of the judge to the Divisional Court in accordance with the provisions of this section. 1983, c. 8, s. 11.

Proceedings not invalidated but voidable

12. The failure of any person to comply with subsection 5 (1), (2) or (3) does not of itself invalidate any proceedings in respect of any such matter but the proceedings in respect of such matter are voidable at the instance of the municipality or of the local board, as the case may be, before the expiration of two years from the date of the passing of the by-law or resolution authorizing such matter unless to make void the proceedings would adversely affect the rights of any person acquired under or by virtue of the proceedings who acted in good faith and without actual notice of the failure to comply with subsection 5 (1), (2) or (3). 1983, c. 8, s. 12.

Procedure substituted for *quo warranto* proceedings

13. Proceedings to declare a seat vacant or to disqualify a member or former member for conflict of interest, or to require a member or former member to make restitution where a contravention has resulted in personal financial gain, shall be had and taken only under the provisions of this Act. 1983, c. 8, s. 13.

GENERAL

Insurance R.S.O. 1980, c. 302

14.—(1) Notwithstanding section 248 of the *Municipal Act*, the council of every municipality may at any time pass by-laws,

(a) for contracting for insurance;

R.S.O. 1980, c. 218

(b) notwithstanding the *Insurance Act*, to enable the municipality to act as an insurer; and

(c) for exchanging with other municipalities in Ontario reciprocal contracts of indemnity or inter-insurance in accordance with Part XIII of the *Insurance Act*,

to protect a member of the council or of any local board thereof who has been found not to have contravened section 5, against any costs or expenses incurred by the member as a result of a proceeding brought under this Act, and for paying on behalf of or reimbursing the member for any such costs or expenses.

R.S.O. 1980, c. 218 does not apply

(1a) The *Insurance Act* does not apply to a municipality acting as an insurer for the purposes of subsection (1).

Surplus funds

R.S.O. 1980, c. 218

R.S.O. 1980, c. 302

(1b) Notwithstanding subsections 340 (1) and (2) of the *Insurance Act*, any surplus funds and the reserve fund of a municipal reciprocal exchange may be invested only in such securities as a municipality may invest in under subsection 165 (2) of the *Municipal Act*.

Reserve funds

(1c) The moneys raised for a reserve fund of a municipal reciprocal exchange may be expended, pledged or applied to a purpose other than that for which the fund was established if two-thirds of the municipalities that are members of the exchange together with two-thirds of the municipalities that previously were members of the exchange and that may be subject to claims arising while they were members of the exchange agree in writing and if section 339 of the *Insurance Act* is complied with. 1988, c. 31, s. 17.

Local boards

(2) A local board has the same powers to provide insurance for or to make payments to or on behalf of its members as are conferred upon the council of a municipality under this section in respect of its members.

Former members

(3) A by-law passed under this section may provide that it applies to a person who was a member at the time the circumstances giving rise to the proceeding occurred but who, prior to the judgment in the proceeding, has ceased to be a member. 1983, c. 8, s. 14 (2, 3).

Conflict with other Acts

15. In the event of conflict between any provision of this Act and any provision of any general or special Act, the provision of this Act prevails. 1983, c. 8, s. 15.

C

MARKETING AND SALES COMMITTEE FIRST REPORT OF 1997

The Marketing and Sales Committee presents its **FIRST Report of 1997** from its meeting held January 22, 1997 and respectfully requests approval of the following recommendations:

1. 1997 Marketing Plan

THAT THE 1997 MARKETING PLAN BE APPROVED.

2. 1997 Operating Budget

THAT THE PROPOSED 1997 MAINTENANCE OPERATING BUDGET BE APPROVED SUBJECT TO A FURTHER REDUCTION TO THE MUNICIPAL CONTRIBUTION WHICH REFLECTS A ZERO INCREASE; and

THAT STAFF BE DIRECTED TO DETERMINE WHERE THE SAVINGS CAN BEST BE ACHIEVED.

Respectfully submitted,

Mrs. Mary Dow, Chair

Patricia Bennett, Secretary

D

OPERATIONS AND FINANCE AND ADMINISTRATION COMMITTEES
FIRST JOINT REPORT OF 1997

The Operations and Finance and Administration Committees present the **FIRST** Joint Report of 1997 from the meeting held January 22, 1997 and respectfully requests approval of the following recommendations:

1. The Hamilton Entertainment and Convention Facilities Inc., -ats- Kiteley Ontario Court (General Division) Action # 26088/91

THE JOINT COMMITTEES VOTE TO DEFEAT THE RECOMMENDATION WHEREBY H.E.C.F.I. RESOLVE ALL OUTSTANDING MATTERS IN ONTARIO COURT (GENERAL DIVISION) ACTION # 26088/91 BY THE PAYMENT TO THE PLAINTIFFS, KEVIN, JAMES, WILLIAM, RAYMOND, CAROL AND ROY KITELEY OF THE SUM OF $3,500 INCLUSIVE OF ALL CLAIMS FOR DAMAGES, INTEREST AND COSTS; and

THAT THE PLAINTIFFS BE REQUIRED TO EXECUTE A FULL AND FINAL RELEASE IN A FORM SATISFACTORY TO THE CITY SOLICITOR; and

THAT ONTARIO COURT (GENERAL DIVISION) ACTION # 26088/91 BE DISMISSED WITHOUT COSTS.

2. 1997 Operating Budget

THAT THE 1997 OPERATING BUDGET BE APPROVED IN PRINCIPLE; and

THAT STAFF BE DIRECTED TO FURTHER REDUCE THE PROPOSED 1997 OPERATING BUDGET IN ORDER TO PROVIDE FOR A MUNICIPAL CONTRIBUTION REQUEST FOR 1997 WHICH IS $50,000. BELOW THAT REPORTED FOR 1996.

3. Supply and Delivery of Followspots : Acceptance of Tender Submitted by Canadian Staging Projects Ltd.

THE LOWEST TENDER SUBMITTED BY CANADIAN STAGING PROJECTS LIMITED, TORONTO FOR THE SUPPLY AND DELIVERY OF SIX (6) FOLLOWSPOTS FOR COPPS COLISEUM AND HAMILTON PLACE, IN THE TOTAL AMOUNT OF $100,142. INCLUDING ALL APPLICABLE TAXES, BE ACCEPTED; and

THAT FUNDING FOR THIS EXPENDITURE BE FINANCED FROM H.E.C.F.I. CAPITAL BUDGET ACCOUNT NOS. CF 5500 929651028/929651029 HAMILTON PLACE/COPPS COLISEUM REPLACE AND RENOVATE FACILITIES AND EQUIPMENT.

4. The New Hamilton Orchestra

THE REQUEST BY THE HAMILTON ORCHESTRA TASK FORCE TO NAME ITS ORCHESTRA *THE HAMILTON PLACE ORCHESTRA* BE DENIED.

5. Ten Year 1997 - 2006 Capital Budget Programme

MANAGEMENT BE DIRECTED TO REQUEST THE CITY'S MANAGEMENT TEAM TO REPLACE THE FOLLOWING H.E.C.F.I. CAPITAL PROJECTS IN THE TEN YEAR 1997 - 2006 CAPITAL BUDGET PROGRAMME WITH THE ADDITION OF A NOTE STATING THAT THE PROJECTS WILL PROCEED CONTINGENT UPON THE AVAILABILITY OF SUFFICIENT H.E.C.F.I. CAPITAL RESERVE FUNDS:

Facility	Project	Funding Required	Start
Hamilton Place	Seating Replacement	$540,000	1998
Copps Coliseum	Exterior Signage Refurbishment	$300,000	2000
Convention Centre	Roof Replacement	$390,000	2002
Convention Centre	Carpet Replacement	$325,000	2003
Copps Coliseum	Roof Replacement	$600,000	2006

Respectfully submitted,

Alderman H. Merling, Chair

Patricia Bennett, Secretary

E

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO

DATE: January 24, 1997

SUBJECT: **CYO CELEBRITY DINNER**
Thursday, February 27, 1997
Carmen's Banquet Centre

The January 24, 1997 correspondence regarding the February 27th, 1997 CYO Celebrity Dinner is presented for the Board's consideration.

BACKGROUND:

- The H.E.C.F.I. Board has not purchased tickets to this event in the past five years.
- This event has not been budgeted for in the 1997 Operating Budget.

Respectfully submitted,

Gabe Macaluso

Gabe Macaluso
Managing Director/CEO

JAN 6 1997

CYO CELEBRITY DINNER

SAVE THE CAMP FUND

CAMP BRÉBEUF · CAMP MARYDALE · CYO

735 King Street East, Suite #3, Hamilton, Ontario L8M 1A1 Phone: (905) 528-0011

Charitable Registration Number 0001438 49

January, 1997

Dear Friend:

It is a great pleasure to invite you to attend **the 11th Annual C.Y.O. Celebrity Dinner** to be held on **Thursday, February 27, 1997,** at Carmen's Banquet Centre, 1520 Stone Church Road East, Hamilton.

The Dinner is the C.Y.O.'s major fund-raising effort in support of Camp Brébeuf and Camp Marydale's special summer program for disabled children. The C.Y.O. will require the proceeds from the Dinner and other voluntary donations to continue serving these deserving children this year.

In the past ten years, this event has received tremendous community support - a sell-out crowd over 900 people attended last year's dinner. Our volunteer committee is convinced that this very generous support reflects genuine commitment to a truly worthwhile cause. Last summer 191 disabled children participated in the C.Y.O.'s community-wide special, integrated One-to-One camping program.

The C.Y.O. Celebrity Dinner helps make these programs possible. This year our goal is to raise $50,000 for these special camp needs. We are asking for your continued support to help make this year's dinner a success. The need has never been greater.

Tables of ten, including the guest personality, are now being sold. If you could help us with a table or with individual tickets, it would be sincerely appreciated. Tickets are now available from any member of our Committee or by phoning the **C.Y.O. Office at (905) 528-0011 or fax to (905) 546-5779**. An order form is enclosed for your convenience.

We invite you to mark your calendar, **Thursday, February 27, 1997** and plan to join us. Please reserve early!

It's a great night for a good cause!

Sincerely yours,

Reno Violin
Chairman

Angelo Mosca
Program Chairman

Peter Rosser
Executive Director

dinner:panel9 doc

TICKET ORDER FORM

The Catholic Youth Organization
presents:

11th Annual C.Y.O. Celebrity Dinner

All proceeds- C.Y.O. Camp Brebeuf-Camp Marydale-Special Summer Camp Projects

Thursday, February 27, 1997
Carmen's Banquet Centre
1520 Stonechurch Road East
Hamilton, Ontario

Reception **6:00 p.m.**
Dinner **7:15 p.m.**

$100.00 (per person) **Tables of Ten or Nine Available**

includes:
$60.00 Charitable Tax Receipt
Six Course Dinner
Complimentary Wine with Dinner
Reception

For further information please call Mary Gallagher at the C.Y.O.
(905) 528-0011 or Fax (905) 546-5779

✂----------

Cheques payable to:

C.Y.O. Celebrity Dinner
735 King Street East, Suite #3
Hamilton, Ontario L8M 1A1

Please forward : **Ticket/s: _____ at $100.00 per ticket to:**

Name: _____ **Company:** _____

Address: _____ **City:** _____

Postal Code: _____ ☎ ( ) _____

Fax: ( ) _____

✉ **Please forward the names of your table guests along with your cheque.**

JAN 6 1997

2

Festitalia Corporation

December 6, 1996

Dear Gabe

Thank you very much for your donation to the Festitalia Auction. Due to generousity of your business, Festitalia was successful in raising funds for Festitalia events.

Throughout the year Festitalia is involved in many major events in the city of Hamilton. Our mandate is to highlight the Italian culture, music and food in the Region of Hamilton-Wentworth. Our auction helps to bring this dream to our area.

This is our twenty first anniversary and we look forward to many more years as donors, such as yourself, propel us forward by empowering us with the finances to bring Festitalia events to the community.

Grazie!

Yours sincerely,

Ron Corsini

Ron Corsini
Auction Chairperson

P.O. Box 68057, Blakely Postal Outlet, Hamilton, Ontario L8M 3M7 Phone/Fax (905) 549-6908

Festitalia Corporation

Festitalia Corp.
PO Box 68057
Blakely Postal Outlet,
Hamilton, Ontario
L8M 3M7

Date Issued: Dec. 24, 1996 Donation Year: 1996

Amount Paid: One thousand two hundred Amount: 1200

Received from: HCCFI

Donation, 1996 Festival Year

Authorized Signature

D. Concordia, Treasurer
Registration No. 0468678-23

Festitalia Corp. gratefully acknowledges, with thanks, your ongoing interest and support.

This is your official receipt for Income Tax Purposes for the amount paid as shown above.

P.O. Box 68057, Blakely Postal Outlet, Hamilton, Ontario L8M 3M7 Phone/Fax (905) 549-6908

CANADIAN CANCER SOCIETY | SOCIÉTÉ CANADIENNE DU CANCER

ONTARIO DIVISION

Certificate of Appreciation

to

Hamilton Entertainment and Convention Facilities Inc.

in grateful recognition of support in the fight against cancer.

Miller Memorial Charity Tennis Tournament

on behalf of the Canadian Cancer Society

June 22, June23, 1996

DATE

Hamilton Civic Hospitals Foundation

December 9, 1996

Gabe Macaluso
HECFI
1 Summers Lane
Hamilton, Ontario
L8P 4Y2

Dear Mr. Macaluso:

As you are aware our Mallinckrodt Medical Open Heart Open golf tournament was held on Wednesday, August 21, 1996 at the Sundrim Golf Course.

Again this season the tournament was a tremendous success, attracting 185 golfers and helping us raise $18,500 for the cardiovascular program at the Hamilton General Hospital.

Your support through the donation of a prize added to the success of this event and assisted with the opportunity to raise these funds. I have enclosed a program which was given to all participants upon registration. As you will see we have recognized and appreciate your contribution and support.

On behalf of the organizing committee, please accept our sincere thanks, you are a prime reason for the success we enjoy!

Sincerely,

Dale R. Hails
Chairman

Support the Cardiovascular Expansion Program
at Hamilton Civic Hospitals/Hamilton General Division, and...

MEND A BROKEN HEART

THANK YOU!

DEC 18 1996

OPERATION SANTA CLAUS
Charity Karaoke
176 Dicenzo Drive
Hamilton, Ontario
L9B 2K7

November 28, 1996

MR. GABE MACALUSO
CAO/MANAGING DIRECTOR
HECFI

Dear Gabe,

On behalf of the Kristmas Karaoke Committee we would like to thank you personally for the gift you donated to our fund-raiser for Jimmy Lomax held on November 16, 1996 at the Son's of Italy Hall.

Your support along with your act of kindness contributed tremendously towards making the evening a huge success. Your company name was displayed for all two hundred and fifty guests to see, also, on several occasions during the evening your company name was announced as a sponsor.

On Wednesday, November 20, 1996, we presented Jimmy Lomax with a cheque for $4250.00, which will help him immensely when buying gifts for his "KIDS- aged 1 to 101".

Without your assistance and support, this event would not have been the success story it was. Company's such as yours are an asset to our Community and we know you have taken great pride in assisting us with such a worthy cause.

Once Again, Thank you!

Yours sincerely,

MAURICE MELANSON *PAUL BENTHAM*

PHONE: 389-1320/ 318-0496
PBENTHAM@WORLDCHAT.COM

MALLINCKRODT
MEDICAL

OPEN HEART OPEN V

ALL PROCEEDS IN SUPPORT OF THE CARDIOVASCULAR PROGRAM
AT THE HAMILTON CIVIC HOSPITALS

Wednesday, August 21st, 1996

Sundrim Golf Course

This year marks our Fifth Annual "Open Heart Open" Golf Tournament in support of cardiac care at the Hamilton Civic Hospitals.

The first tournament was held in 1992 when we wanted to help raise the profile of the *Mend a Broken Heart* campaign.

Over the past few years, **thanks to you**, we've raised more than seventy five thousand dollars, and had a wonderful time doing it!

THE ORGANIZERS OF THE "MALLINCKRODT MEDICAL OPEN HEART OPEN" WOULD LIKE TO EXTEND THEIR SINCERE APPRECIATION TO THESE SPONSORS FOR THEIR SUPPORT WITH THE FOLLOWING ASPECTS OF THE TOURNAMENT:

MALLINCKRODT MEDICAL

OVERALL TOURNAMENT SPONSOR

Sundrim Golf Club

TOURNAMENT HOST

CREIGHTON'S

SERVICE CENTER

POWER GOLF CARTS SPONSOR

Johnson & Johnson

PUTTING CONTEST

John Skirving, Canadian Tire - Centre Mall

LUNCHEON SPONSOR

Boldy Go

BELL MOBILITY

WEDGIE WORLD

OPEN HEART OPEN COMMITTEE MEMBERS

BOB BAILEY
MIKE FARRELL
SHANNON HAILS
ZAGORKA POPOVSKI
MARTA HARRISON
BRENDA KERR
RON KEBIC
DALE HAILS - CHAIRMAN
HOWARD LAIDMAN
COLIN LYONS
DON SHILTON

THE PURCHASE OF TEES AND/OR GREENS BY THE FOLLOWING MEMBERS OF THE BUSINESS COMMUNITY HAS CONTRIBUTED GREATLY TO THE SUCCESS OF THE "MALLINCKRODT MEDICAL OPEN HEART OPEN" GOLF TOURNAMENT AND ALLOWED US TO RAISE ADDITIONAL FUNDS TO SUPPORT THE CARDIOVASCULAR PROGRAM AT THE HAMILTON CIVICS.

Arrow Medical
Bard Canada
Boston Scientific *
Coulter Electronics of Canada
Eastwood Food Services
Graphic Controls *
Hutch's Dingley Dell Ltd.
Laidlaw Waste Systems
Nesbitt Burns
Ryan Medical Distributors
Spacelabs Medical
Union Drawn Steel II Ltd. *
Austin Trailer Park
Baxter Corporation
Cordis *
Crain-Drummond
Ernst & Young and Canadian Tire, Centre Mall
Guidant
I. W & S Ferrous
M & T Walls & Ceilings Inc.
Page Products Limited
Small Biz Solutions Ltd.
Stevenson & Hunt Insurance Brokers *
Union Gas
Auto Suture Company
Betz Dearborn
Collins Medical Products
Dorr Brothers Limited
Huntington Laboratories of Canada
Johnson Controls
Medtronic of Canada Ltd.
Pharma Science
South Medic Inc.
T. Lloyd Electric
Winegard Motors Ltd.

** represents those members of the business community who have purchased 3 tees/greens.*

THE SUCCESS OF ALL FUNDRAISING EVENTS HINGES ON THE SUPPORT OF THE BUSINESS COMMUNITY. THIS GOLF TOURNAMENT RECOGNIZES THE CONTRIBUTION OF THE FOLLOWING ORGANIZATIONS AND INDIVIDUALS. WE ENCOURAGE ALL PARTICIPANTS TO PATRONIZE THESE SUPPORTERS WHO HAVE SO GENEROUSLY DONATED PRIZES TO THIS EVENT!!!

Individuals

Dave Andreychuk
- New Jersey Devils
Charles Gidley
Dr. Ron Giedraitis
John Szabo Golf Club Repair

Media

820 CHAM
900 CHML / Y95
CHCH Channel 11
The Hamilton Spectator
102.9 Klite FM

Auto Services

Ace Tire
Barton Auto Parts
Beverly Tire
Creighton Service Centre
Michelin Canada
Midas Muffler - York Blvd.
Pyett Spring and Alignment Inc.

Financial Institutions/Advisors

Bank of Nova Scotia
Effort Trust
Ernst & Young
Mike Evers Financial - Caledonia
Hong Kong Bank of Canada
KPMG Peat Marwick Thorne

Food/Beverage Distributors

Binbrook Food Town
Brew Time
Coca-Cola
Flamborough Mix & Brew Inc.
Fortino's
J&G Meats
Pepsi-Cola Canada
Serca Foodservice Inc.
Sweet Paradise Bakery & Deli

Hospital Suppliers

Arjo Canada Inc.
Baxter Corporation
Becton Dickinson
Bell Mobility
Boston Scientific
- Scimed Division
Bristol Meyers Squibb - Convatec
Comstock Canada
Diversey Inc.
Eastwood Food Services
Hamilton Store Fixtures
Hewlett-Packard
Hoffmann-LaRoche
Johnson Controls
Landis & Gyr Powers Ltd.
Medical Mart Supplies
Nelcor-Puritan Bennett
Schrieber Brothers
Sherwood Medical
Sims Canada
Summit Technologies Inc.
Telehealth
3M Canada Inc.

Miscellaneous

Beauty Counselors of Canada Inc.
Crain-Drummond
Cumis Insurance
Dofasco Angling Club
Dofasco Retiree's Association
Dofasco Retiree's Recreation
Exclusive Mail Services
Flamboro Downs
Foran's Marine
Glen Abbey Golf & Country Club
Gravity Climbing Gym
Grimsby Tackle
Hamilton Bulldogs
Hamilton Sesquicentennial
Heron Point Golf Links
G. Loomis Canada
JMG Compushoppe
Prestige Awards
Source of Sales
Sundrim Golf Course
Toronto Maple Leafs
Tropical Sunsations
Ultramar HomEnergy-Gillies-Guy
Vern's Chairs,'
Winn Marketing

Business and Industry

Basics Office Products
Canadian Linen Supply Co. Ltd.
Cook Canada Inc.
Dofasco Inc.
E.D. Smith & Sons Ltd.
Ecko Canada Inc. - Niagara Falls
Every Scale Ltd.
Fell Fab Products
Finlay Greenwood Corporation
G.T. French Paper Ltd.
Gentek Home Building Products
W.L. Griffin Printing Ltd.
I. W. & S. Ferrous Ltd.
Inter City Papers
Kodak Canada
Melmart Distributors Inc.
Murray Hydronics
Sanford Battery Manufacturing
Westinghouse Canada
Westminster International

Eateries

The Ancaster Old Mill
The Black Bull - Burlington
Chan's Chinese & Canadian Restaurant - Dundas
The Forbidden City
Gramma Willie's Restaurant
Hutch's
Kelsey's - Upper James & Mohawk
Kelsey's - Upper James & Rymal
Kelsey's - John Street
Martin's Steak House
Samuel's Restaurant
The Snooty Fox
Swiss Chalet - Upper Ottawa St.
Tim Horton's - Brantford
Tim Horton's - Dundas
Walt's Beanery with Taps

Service

Ashley-Hails Interiors Limited
Barnes Environmental International
Battlefield Advertising Specialties
Canadian Chemical Cleaning
Bell Mobility Centre Cellular Concepts - Burlington
Dennis H. Hails Interiors Ltd.
Empire Restoration
Federal Express
Hamilton Entertainment & Convention Facilities Inc.
Gail Johnstone Engraving
Kim Richardson Transportation
Modern Building Cleaning
Parkdale Chiropractic Clinic
Presstine Dry Cleaners
Re/Max Escarpment Realty
- Ray Smith
Re/Max Del Mar Realty
- Mike Cusano
Sherwood Hairstyling
Stanley Cooper Travel

Retail Outlets

Big V Drug Store - Dundas
Big V Drug Store - Upper Gage
Canadian Tire - Centre Mall
Fishing World Outdoor Centre
Foto Video Camera Centres Inc.
Grand 'n Toy - Centre Mall
Hamilton Monogram & Embroidery
Mason Athletic Sportswear
The Paper Factory
Sears Canada - Limeridge Mall
The Site of the Green
The Village Green Flowers
- Binbrook

THE ADVERTISING AND
SALES CLUB OF HAMILTON

JAN 17 1997

January 13, 1997

Gabe Macaluso
HECFI - Marketing and Sales
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Gabe:

Re: Charity Christmas Auction, December 2, 1996 - Royal Botanical Gardens

On behalf of the **Advertising and Sales Club** & the **Community Child Abuse Council of Hamilton-Wentworth**, **Big Brothers/Sisters of Grimsby,** and **St. Matthews House, Hamilton**, I would like to extend my sincere thanks for your contribution to this year's Fundraising Auction.

The evening was a tremendous success and due to your kind generosity and support, we were able to reach our goal.

The children who will benefit from your generosity are especially thankful.

Warmest Wishes,

Paul Mason

Paul Mason
President

193 James Street South, Hamilton, Ontario L8P 3A8 Telephone: 905 528-1376 Fax: 905 527-6254

3

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, December 18, 1996
12:45 P.M.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair Alderman B. Charters, First Vice Chair Mayor R. Morrow Alderman H. Merling Alderman T. Jackson Mrs. M. Dow Ms. B. Campbell Mr. M. Ryder Mr. J. Kujavsky Mr. F. Deys Mr. S. Monzavi Mr. W. Ingleby
ALSO PRESENT:	Mr. G. Macaluso Mr. J. Leuser Mr. B. Calder Mr. S. Farrauto Mrs. J. Mills
GUEST:	Mr. P. Barkwell, Law Department
REGRETS:	Mr. G. Kay Mr. J. Nelson

1. Opening Remarks

The Chair called the meeting to order at 12:47 p.m.

A. Operations Committee Sixth Report of 1996

MOVED by Alderman Charters, seconded by Mr. Kujavsky that

THE OPERATIONS COMMITTEE SIXTH REPORT OF 1996 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Offer of Settlement - HECFI ats Jordon Livingston

APPROVAL BE GIVEN TO CRAWFORD & COMPANY INSURANCE ADJUSTER TO PROCEED TO NEGOTIATE A FORMAL OFFER OF SETTLEMENT ON H.E.C.F.I.'S BEHALF IN THE APPROXIMATE AMOUNT OF $3,500. WHICH AMOUNT REPRESENTS AN ALL-INCLUSIVE SETTLEMENT FIGURE, WITH RESPECT TO H.E.C.F.I. ATS JORDON LIVINGSTON, A PERSONAL INJURY WHICH OCCURRED ON COPPS COLISEUM PREMISES ON APRIL 26, 1996 AT THE PRINCE CHARLES' VISIT; and

THAT THE SETTLEMENT BE FINANCED FROM THE CITY'S GENERAL DAMAGE CLAIM ACCOUNT, CH5529624130.

MOTION CARRIED. Alderman Merling opposed the motion.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held November 29, 1996

MOVED by Mr. Ryder, seconded by Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD NOVEMBER 29, 1996 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Summary for the Eleventh Month Period Ended November 30, 1996

The Board received the report, Financial Summary For The Eleven Month Period Ended November 30, 1996. It was favourably noted that the budget variance represented $70,643. underspent Municipal Contribution.

4.2 Board Meeting Schedule

MOVED by Alderman Merling, seconded by Mr. Deys that

THE BOARD'S RESOLUTION CARRIED NOVEMBER 29, 1996 TO AMEND ITS MEETING SCHEDULE EFFECTIVE JANUARY 1, 1997 WHEREBY THE STANDING COMMITTEES ARE ELIMINATED AND THE FULL BOARD WILL MEET ON TWO OCCASIONS EACH MONTH BE AMENDED TO BECOME EFFECTIVE FEBRUARY 1, 1997.

MOTION CARRIED.

It was agreed that the three Standing Committees would meet during the month of January, 1997.

5. Private and Confidential

MOVED by Mr. Deys, seconded by Ms. Campbell that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 12:48 P.M.

MOTION CARRIED.

MOVED by Ms. Campbell, seconded by Alderman Charters that

THE IN-CAMERA SESSION BE ADJOURNED AT 1:15 P.M.

MOTION CARRIED.

6. New Business

6.1 H.E.C.F.I. Christmas Party

Alderman Anderson reminded Board Members of H.E.C.F.I.'s Christmas Party taking place Thursday, December 19th at 7:00 p.m. in the Studio Theatre.

7. Other Business

Nil

8. Date of Next Meeting

At the Call of the Chair

9. Adjournment

The meeting adjourned at 1:20 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

BOARD OF DIRECTORS

PRIVATE AND CONFIDENTIAL AGENDA
January 31, 1997

1. Personnel Matter

Patricia Bennett
Legislative Assistant
January 24, 1997

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, February 28, 1997
9:00 A.M.
(Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Operations Committee Second Report of 1997 — *Attachment A*

B. Finance and Administration Committee Second Report of 1997 — *Attachment B*

INFORMATION ITEMS

2. Correspondence — Attachment 2

3. Minutes of Regular Meeting Held January 31, 1997 — Attachment 3

   3.1 Errors or Omissions
   3.2 Motion for Approval

4. Business Arising From the Minutes

5. Private and Confidential

6. New Business

7. Other Business

8. Date of Next Meeting: *Thursday*, March 27, 1997
   9:00 a.m. (Breakfast Served at 8:30 a.m.)
   Hamilton Convention Centre
   Room 314

9. Adjournment

OUTSTANDING BUSINESS
Nil

February 21, 1997
Patricia Bennett
Secretary to the Board of Directors

A

OPERATIONS COMMITTEE SECOND REPORT OF 1997

The Operations Committee presents the **SECOND** Report of 1997 from the meeting held February 19, 1997 and respectfully requests approval of the following recommendations:

1. HP: Replacement of Fire Curtain

STAFF PROCEED WITH THE REPLACEMENT OF THE HAMILTON PLACE FIRE CURTAIN AS PROVIDED FOR IN THE 1996 CAPITAL BUDGET PROGRAMME; and

THAT SECTIONS OF THE CURTAIN INSCRIBED WITH THE SIGNATURES OF PAST PERFORMERS BE OFFERED FOR SALE THROUGH THE CITY PURCHASING DIVISION.

2. CC: Storage of Indoor Running Track

THE REQUEST BY THE 91ST HIGHLANDERS ATHLETIC ASSOCIATION TO STORE ITS INDOOR RUNNING TRACK AT COPPS COLISEUM BE DENIED.

Respectfully submitted,

Alderman H. Merling /pb

Alderman H. Merling, Chairman

Patricia L. Bennett

Patricia Bennett, Secretary

B

FINANCE AND ADMINISTRATION COMMITTEE
SECOND REPORT OF 1997

The Finance and Administration Committee presents the **SECOND** Report of 1997 from its meeting held February 20, 1997 and respectfully requests approval of the following recommendations:

1. Memorandum of Agreement between H.E.C.F.I. and I.A.T.S.E. B-173 Front-Of-House Part-Time Union at Hamilton Place

THE MEMORANDUM OF AGREEMENT DATED FEBRUARY 3, 1997 BETWEEN H.E.C.F.I. AND I.A.T.S.E. B-173 FRONT-OF-HOUSE PART-TIME UNION AT HAMILTON PLACE BE APPROVED.

2. H.E.C.F.I.'s Part-Time Non-Union Employee Group

THE EXISTING JOB RATE INCREASE RECEIVED BY NON-UNION PART-TIME EMPLOYEES AFTER THE COMPLETION OF 1,000 HOURS OF WORK BE AMENDED EFFECTIVE JANUARY 1, 1998 TO ALLOW FOR THE PAYMENT OF HALF OF THE EXISTING JOB RATE INCREASE AFTER THE COMPLETION OF 500 HOURS OF WORK WITH THE BALANCE OF THE INCREASE PROVIDED UPON THE COMPLETION OF 1,000 HOURS OF WORK.

3. Office of Vice-Chair : Finance & Administration Committee

UNTIL SUCH TIME AS ELECTIONS ARE HELD FOR THE 1997 SLATE OF OFFICERS, THAT MR. ANDY SKRYPNIAK BE APPOINTED TO THE POSITION OF VICE-CHAIRMAN OF THE FINANCE AND ADMINISTRATION COMMITTEE.

Sonny Monzavi

Mr. Sonny Monzavi, Chair

pb

Patricia Bennett

Patricia Bennett, Secretary

2

To: Gabe Macaluso
H.E.C.F.I

From: Shelagh Snider
Vice- Chair
Westdale B.I.A.

Dear Mr. Macaluso;

I wish in this letter that we were able to send our congratulations to your team that so admirably committed their time and talents to bring an NHL team to this city but once again we were robbed of an opportunity that we so well deserved.

On behalf of our B.I.A., please accept our thanks for trying and please do not stop trying. We need people, such as yourself, who are committed to making this city the best it can possibly be.

Thank you once again

Yours truly

S Snider

Shelagh Snider

FEB 1 0 1997

United Way

pastoral counselling centre
(HAMILTON - WENTWORTH)

354 King St. W.
Hamilton, Ontario. L8P 1B3
Tel: 529-5400

February 9, 1997

Mr. Gabe Macaluso
HECFI

Dear Gabe,

Godspell was a success as a performance - and as a fundraiser. Thank you for bringing us together with New Faces for "A Marriage Made In Heaven" (as described in the Spectator headline).

As usual your staff provided very able assistance all the way - and with a refreshing pleasantness at all times. Our most frequent contacts were with Chris Pearson and her crew in the box office. We grew to appreciate them deeply. Then, of course, was the careful planning and coordination by Sandra Gruba. And the promotional expertise and enthusiasm of Debra Vivian played a crucial role in boosting sales. And the nights of the performances we found Debbie Hutchinson of great help as House Manager.

No doubt there were many more working diligently behind the scenes to make our event the success it was. We are grateful not only to those with whom we had direct contact, but also to the others who also did their jobs well. You can be proud of your team.

We look forward to working together with you in the coming years - and on into the Milennium.

Thank you again. Please convey our appreciation to all your staff.

Sincerely yours,

Doug

Doug Wallace
Concert Chair

3

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, January 31, 1997
9:00 a.m.
Hamilton Place
Meeting Room #1

MINUTES

PRESENT:	Alderman T. Anderson, Chair
	Alderman B. Charters, First Vice Chair
	Mr. G. Kay, Second Vice Chair
	Alderman H. Merling
	Alderman T. Jackson
	Mr. J. Kujavsky
	Mrs. M. Dow
	Ms. B. Campbell
	Mr. F. Deys
	Mr. S. Monzavi
	Mr. W. Ingleby
	Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. R. DiFilippo
	Mr. B. Calder
	Mr. S. Farrauto
	Mr. P. Barkwell, Law Department
REGRETS:	Mayor R. Morrow
	Mr. J. Nelson

1. Opening Remarks

Alderman Anderson called the meeting to order at 9:25 a.m. and invited Board Members to view the video which was developed specifically for Hamilton's National Hockey League bid proposal. Generally, Board Members reacted favourably to the video.

A. Oath of Appointed Office : Citizen Appointees

City Clerk, Mr. Joe Schatz, administered the Oath of Appointed Office to newly appointed citizen member, Mr. Andy Skrypniak, and to Mrs. Mary Dow and Mr. Fred Deys who were reappointed to the Board, effective January 1, 1997.

B. Board Meeting Schedule

Alderman Merling opened discussion by recommending the Board consider leaving the committee structure and meeting schedule format unchanged until such time as the provincial government announces its changes to municipal governments. The H.E.C.F.I. Board will then be in the position to take into consideration any related amendments to H.E.C.F.I. as a corporation. It was

MOVED by Alderman Merling, seconded by Mr. Kujavsky that

THE 1996 OFFICERS OF H.E.C.F.I. (Chair, First Vice-Chair and Second Vice-Chair) REMAIN IN OFFICE UNTIL THE REGULAR MEETING OF THE BOARD HELD IN MARCH, 1997; and

THAT IN THE INTERIM THE STANDING COMMITTEE STRUCTURE AND SCHEDULE REMAIN UNCHANGED; and

THAT MR. SONNY MONZAVI BE APPOINTED AS CHAIR OF THE FINANCE AND ADMINISTRATION COMMITTEE UNTIL SUCH TIME AS THE 1997 ANNUAL ELECTIONS ARE CONDUCTED.

MOTION CARRIED.

C. Marketing and Sales First Report of 1997

MOVED by Mrs. Dow, seconded by Mr. Deys that

THE MARKETING AND SALES COMMITTEE FIRST REPORT OF 1997 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

C.1 1997 Marketing Plan

THAT THE 1997 MARKETING PLAN BE APPROVED.

MOTION CARRIED.

C.2 1997 Operating Budget

At its meeting held January 22, 1997 the Marketing and Sales Committee approved, in principle, the proposed 1997 Operating Budget subject to a further reduction to the municipal contribution which reflects a zero increase. The recommendation carried by the Joint Committees of the Operations and Finance & Administration superseded that of Marketing and Sales and approved a further reduction of $50,000. below H.E.C.F.I.'s 1996 Municipal Contribution (see minuted Item D).

D. Operations and Finance and Administration Committees Joint First Report of 1997

The Board received the Joint Committees' First Report and reviewed each recommendation as follows:

D.1 The Hamilton Entertainment and Convention Facilities Inc., -ats- Kiteley Ontario Court (General Division) Action # 26088/91

MOVED by Alderman Merling, seconded by Alderman Charters that

THE BOARD DEFEAT THE RECOMMENDATION WHEREBY H.E.C.F.I. RESOLVE ALL OUTSTANDING MATTERS IN ONTARIO COURT, ACTION # 26088/91, H.E.C.F.I. ATS KITELEY, IN THE AMOUNT OF $3,500. INCLUSIVE OF ALL CLAIMS FOR DAMAGES, INTEREST AND COSTS; and

THAT LEGAL COUNSEL BE DIRECTED TO NEGOTIATE ACTION BE DISMISSED WITHOUT COST.

MOTION CARRIED.

D.2 1997 Operating Budget

MOVED by Alderman Merling, seconded by Mr. Kay that

THE 1997 OPERATING BUDGET BE APPROVED IN PRINCIPLE; and

THAT STAFF BE DIRECTED TO FURTHER REDUCE THE PROPOSED 1997 OPERATING BUDGET IN ORDER TO PROVIDE FOR A MUNICIPAL CONTRIBUTION REQUEST FOR 1997 WHICH IS $50,000. BELOW THAT REPORTED FOR 1996.

MOTION CARRIED.

The Director of Finance and Administration reported that staff's direction to reduce the proposed budget by $50,000. less than the 1996 H.E.C.F.I. Municipal Contribution has been completed as a result of the following: (i) increasing revenue via the inclusion of an additional concert and a religious event at Copps Coliseum; (ii) a reduction in the Central Utilities Plant year-end charge-back to H.E.C.F.I. in the amount of $16,320.; and (iii) a budget allocation from the City Treasury Department in the amount of $16,920 representing costs for 1997 merit increases.

D.3 Supply and Delivery of Followspots : Acceptance of Tender Submitted by Canadian Staging Projects Ltd.

MOVED by Mr. Kujavsky, seconded by Mr. Skrypniak that

THE LOWEST TENDER SUBMITTED BY CANADIAN STAGING PROJECTS LIMITED, TORONTO FOR THE SUPPLY AND DELIVERY OF SIX (6) FOLLOWSPOTS FOR COPPS COLISEUM AND HAMILTON PLACE, IN THE TOTAL AMOUNT OF $100,142. INCLUDING ALL APPLICABLE TAXES, BE ACCEPTED; and

THAT FUNDING FOR THIS EXPENDITURE BE FINANCED FROM H.E.C.F.I. CAPITAL BUDGET ACCOUNT NOS. CF 5500 929651028/929651029 HAMILTON PLACE/COPPS COLISEUM REPLACE AND RENOVATE FACILITIES AND EQUIPMENT.

MOTION CARRIED.

D.4 The New Hamilton Orchestra

MOVED by Mr. Monzavi, seconded by Ms. Campbell that

THE REQUEST BY THE HAMILTON ORCHESTRA TASK FORCE TO NAME ITS ORCHESTRA *THE HAMILTON PLACE ORCHESTRA* BE DENIED.

MOTION CARRIED.

D.5 Ten Year 1997 - 2006 Capital Budget Programme

MOVED Alderman Merling, seconded by Mrs. Dow that

MANAGEMENT BE DIRECTED TO REQUEST THE CITY'S MANAGEMENT TEAM TO REPLACE THE FOLLOWING H.E.C.F.I. CAPITAL PROJECTS IN THE TEN YEAR 1997 - 2006 CAPITAL BUDGET PROGRAMME WITH THE ADDITION OF A NOTE STATING THAT THE PROJECTS WILL PROCEED CONTINGENT UPON THE AVAILABILITY OF SUFFICIENT H.E.C.F.I. CAPITAL RESERVE FUNDS:

Start	Facility	Project	Funding Required
1998	Hamilton Place	Seating Replacement	$540,000
2000	Copps Coliseum	Exterior Signage Refurbishment	$300,000
2002	Convention Centre	Roof Replacement	$390,000
2003	Convention Centre	Carpet Replacement	$325,000
2006	Copps Coliseum	Roof Replacement	$600,000

MOTION CARRIED.

E. Community Dinner: CYO Celebrity Dinner
Thursday, February 27, 1997 / Carmen's Banquet Centre

MOVED by Alderman Merling, seconded by Alderman Charters that

CORRESPONDENCE RESPECTING THE CYO CELEBRITY DINNER BE RECEIVED.

MOTION CARRIED.

2. Correspondence

MOVED by Mr. Deys, seconded by Mr. Kujavsky that

ATTACHMENT 2, CORRESPONDENCE, BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held December 18, 1996

MOVED by Mr. Ingleby, seconded by Mrs. Dow that

THE MINUTES OF THE REGULAR MEETING HELD DECEMBER 18, 1996 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Private and Confidential

MOVED by Mr. Skrypniak, seconded by Mr. Kay that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:50 A.M.

MOTION CARRIED.

MOVED by Mr. Kujavsky, seconded by Mr. Ingleby that

THE IN-CAMERA SESSION BE ADJOURNED AT 10:55 A.M.

MOTION CARRIED.

World Junior Hockey Championship 1999

MOVED by Mr. Kujavsky, seconded by Mr. Kay that

THE H.E.C.F.I. BOARD OF DIRECTORS APPROVE A BID TO HOST, ON BEHALF OF THE CITY OF HAMILTON, THE WORLD JUNIOR HOCKEY CHAMPIONSHIP, 1999 WITH THE PROVISIO THAT:

A) COPPS COLISEUM IS HOST TO SIX PREMIERE GAMES; and

B) THAT H.E.C.F.I. SHARE IN THE DEVELOPMENT AND IMPLEMENTATION OF THE ADVERTISEMENT AND PROMOTION OF SUCH GAMES.

MOTION CARRIED. Alderman Merling opposed the motion.

All staff were requested to leave the meeting room at 11:08 a.m.

Staff returned to the meeting room at 11:20 a.m.

Personnel Matter : Contract Renewal : Managing Director/CEO

MOVED by Mr. Kay, seconded by Mr. Ingleby that

MR. GABE MACALUSO'S CONTRACT AS MANAGING DIRECTOR/C.E.O. BE RENEWED FOR A FIVE-YEAR PERIOD COMMENCING AUGUST 14, 1997; and

THAT THE TERMS AND CONDITIONS REMAIN UNCHANGED WITHIN LEVEL 26 OF H.E.C.F.I.'S COMPENSATION PACKAGE.

MOTION CARRIED.

Mr. Macaluso expressed his appreciation of the support given him by individual Board Members over the years, and more specifically to the Board and Committee Chairs (past and present) for their guidance and collaboration. Mr. Macaluso stated that he looks forward to the challenges of the next five years.

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting:

Friday, February 28, 1997
9:00 a.m. *Breakfast at 8:30 a.m.*
Hamilton Convention Centre, Room 314

9. Adjournment

The meeting adjourned at 11:25 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

and Convention
Facilities Inc.

H.E.C.F.I. Board of Directors
H.P.A.F.I. Board of Directors

ORDER OF BUSINESS
Thursday, March 27, 1997

1. H.E.C.F.I. Regular Meeting (White)
2. H.E.C.F.I. Annual Meeting (Pink)
3. H.P.A.F.I. Annual and Regular Meetings (Green)

March 24, 1997
Patricia Bennett
Legislative Assistant

HAMILTON CONVENTION CENTRE

Copps Coliseum

HAMILTON PLACE THEATRE

Hamilton Entertainment and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton.

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Thursday, March 27, 1997
9:00 A.M.
(Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A.	*Operations Committee Third Report of 1997*	*Attachment A*
B.	*Marketing and Sales Committee Second Report of 1997*	*Attachment B*
C.	*Audit Committee First Report of 1997*	*Attachment C*
D.	*Finance and Administration Committee Third Report of 1997*	*Attachment D*

INFORMATION ITEMS

2.	**Correspondence**	**Attachment 2**
3.	**Minutes of Regular Meeting Held February 28, 1997**	**Attachment 3**

3.1 Errors or Omissions
3.2 Motion for Approval

4. **Business Arising From the Minutes**

5. **Private and Confidential**

6. **New Business**

7. **Other Business**

8. **Date of Next Meeting:** **Friday, April 25, 1997**
9:00 a.m. (Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre
Room 314

9. **Adjournment**

OUTSTANDING BUSINESS
Nil

March 21, 1997
Patricia Bennett
Secretary to the Board of Directors

A

OPERATIONS COMMITTEE THIRD REPORT OF 1997

The Operations Committee presents the **THIRD** Report of 1997 from the meeting held March 19, 1997 and respectfully requests approval of the following recommendation:

1. Annual Elections and Standing Committee Structure 1997

NOTWITHSTANDING CLAUSE 5.01 OF THE H.E.C.F.I. BY-LAWS ESTABLISHING THE NECESSITY TO ELECT ANNUALLY, A CHAIRMAN, FIRST VICE-CHAIRMAN, SECOND VICE-CHAIRMAN AND A NEW SLATE OF OFFICERS FOR THE NEW TERM;

THAT THE BOARD OF DIRECTORS WAIVE THE FOREGOING REQUIREMENTS; and

THAT THE BOARD OF DIRECTORS REAPPOINT THE 1996 OFFICERS AND COMMITTEE MEMBERS AS FOLLOWS FOR THE REMAINDER OF 1997 AND UNTIL THE NEXT ANNUAL MEETING OF THE BOARD:

Chair, Alderman T. Anderson
First Vice Chair, Alderman B. Charters
Second Vice Chair, Mr. G. Kay

Operations Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Alderman H. Merling, Committee Chair
Mr. J. Nelson, Committee Vice-Chair
Alderman B. Charters
Mr. J. Kujavsky
Mr. G. Kay
Mrs. M. Dow
Mr. F. Deys
Ms. B. Campbell
Mr. B. Ingleby

Marketing and Sales Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Mrs. M. Dow, Committee Chair
Mr. F. Deys, Committee Vice-Chair
Mr. J. Kujavsky
Mr. J. Nelson
Ms. B. Campbell

cont'd.....

Finance and Administration Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Mr. S. Monzavi, Committee Chair
Mr. A. Skrypniak, Committee Vice-Chair
Alderman T. Jackson
Mr. J. Kujavsky

Audit Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Mr. S. Monzavi, Committee Chair
Mr. A. Skrypniak, Committee Vice-Chair
Alderman T. Jackson
Mr. J. Kujavsky

Respectfully submitted,

Alderman H. Merling, Chairman

Patricia Bennett, Secretary

B

MARKETING AND SALES SECOND REPORT OF 1997

The Marketing and Sales Committee presents the **SECOND** Report of 1997 from the meeting held March 20, 1997 and respectfully requests approval of the following recommendation:

1. Hospitality Sales Contract Position

AN ADDITIONAL HOSPITALITY SALES EXECUTIVE POSITION BE POSTED AND FILLED ON A ONE YEAR CONTRACT BASIS IN SALARY GRADE 12 ($34,001.76 - $39,962.52) DUE TO THE ASSIGNMENT OF A HOSPITALITY SALES EXECUTIVE TO IMPLEMENT AND ADMINISTER THE NEW FACILITY MANAGEMENT SYSTEM.

Respectfully submitted,

Mrs. Mary Dow, Chair

Patricia Bennett, Secretary

C

AUDIT COMMITTEE FIRST REPORT

The Audit Committee presents its **FIRST Report of 1997** from its meeting held March 20, 1997 and respectfully requests approval of the following recommendation:

1. Draft 1996 Audited Financial Statements for H.E.C.F.I.

THAT THE DRAFT 1996 AUDITED FINANCIAL STATEMENTS FOR H.E.C.F.I. BE APPROVED; and

THAT THE MANAGEMENT LETTER DATED MARCH 11, 1996 FROM MACGILLIVRAY PARTNERS BE RECEIVED.

Sonny Monzavi, Chair
Audit Committee

Patricia Bennett, Secretary

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

FINANCIAL STATEMENTS

DECEMBER 31, 1996

DRAFT

FOR DISCUSSION ONLY

AUDITORS' REPORT

To the Board Members of
The Hamilton Entertainment and Convention Facilities Inc.,
Members of Council, Inhabitants
and Ratepayers of The Corporation
of the City of Hamilton

We have audited the balance sheet of **The Hamilton Entertainment and Convention Facilities Inc.** as at December 31, 1996 and the statement of revenue and expense for the year then ended. These financial statements are the responsibility of the Corporation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Corporation as at December 31, 1996 and the results of its operations for the year then ended in accordance with the accounting principles disclosed in Note 1 to the financial statements.

Hamilton, Canada
February 28, 1997

CHARTERED ACCOUNTANTS

DRAFT

FOR
DISCUSSION ONLY

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

BALANCE SHEET

DECEMBER 31, 1996

ASSETS

	1996	1995
Current		
Cash	$ 646,608	$ 539,584
Accounts receivable	488,540	780,722
Note receivable	-	66,778
Inventories (*note 3*)	53,702	46,373
Prepaid expenses	88,781	100,222
Deferred charges on future shows	81,403	32,843
Due from City of Hamilton	328,231	-
	$ 1,687,265	$ 1,566,522

LIABILITIES

Current		
Accounts payable and accruals	$ 650,410	$ 449,049
Advance ticket sales	766,373	528,182
Deposits on future rentals	128,511	135,314
Deferred revenue on display advertising	39,627	15,608
Unredeemed gift certificates	81,685	81,835
Advance from a related corporation *(note 4)*	20,659	21,120
Due to City of Hamilton	-	335,414
	$ 1,687,265	$ 1,566,522

APPROVED ON BEHALF OF THE BOARD

DIRECTOR

DIRECTOR

See accompanying Notes to the Financial Statements

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

STATEMENT OF REVENUE AND EXPENSE

FOR THE YEAR ENDED DECEMBER 31, 1996

	1996	1995
REVENUE		
Rentals, licence fees and show revenue	$ 1,617,690	$ 2,348,299
Food, beverage and concessions	2,155,179	2,126,392
Recoveries	2,344,323	2,029,902
Box office	377,264	363,907
Other	342,083	322,091
	6,836,539	7,190,591
EXPENSE		
Events delivery	2,837,616	2,727,443
Food and beverage	1,870,546	1,933,134
Building operations	1,362,065	1,568,089
Marketing and promotion	1,289,717	1,284,042
Administration	1,466,197	1,454,956
Box office	363,463	348,274
	9,189,604	9,315,938
EXCESS OF EXPENSE OVER REVENUE BEFORE CONTRIBUTION FROM THE CITY OF HAMILTON	2,353,065	2,125,347
CONTRIBUTION FROM THE CITY OF HAMILTON	2,385,370	2,426,150
EXCESS OF REVENUE OVER EXPENSE FOR THE YEAR *(note 6)*	$ 32,305	$ 300,803

DRAFT

FOR DISCUSSION ONLY

See accompanying Notes to the Financial Statements

1. SIGNIFICANT ACCOUNTING POLICIES

The Corporation follows accounting principles appropriate for a municipal organization. The more significant of these accounting policies are summarized below.

(a) Rentals, Licence Fees and Show Revenue

Rentals, licence fees and show revenue comprise minimum rental and licence fees, negotiated percentages of box office receipts and profit or loss when the Corporation acts as a promoter or co-promoter on shows.

Revenue excludes the capital improvement ticket surcharge.

(b) Inventories

Inventories are valued at the lower of cost, measured on a first-in, first-out basis, and replacement value.

(c) Capital Assets and Amortization

The land, buildings and original equipment of The Hamilton Entertainment and Convention Facilities Inc. are owned by The Corporation of the City of Hamilton (City of Hamilton). Purchases of equipment and furnishings are charged either directly to operations in the year in which the expenses occur, or to a capital projects reserve fund established for the purchase of capital assets and maintained by the City of Hamilton on behalf of The Hamilton Entertainment and Convention Facilities Inc.

(d) Reserves

Payments relating to the functional purpose of reserves are charged directly to the reserves.

The accompanying financial statements do not include the activities of The Hamilton Performing Arts Foundation Inc., a related corporation.

2. OPERATIONS

The Hamilton Entertainment and Convention Facilities Inc. was incorporated without share capital under the laws of Ontario by the City of Hamilton to maintain and operate, in the public interest, the following facilities:

Copps Coliseum *(a trade centre and arena)*
Hamilton Convention Centre
Hamilton Place *(a theatre-auditorium)*

3. INVENTORIES

Inventories consist of liquor, beer, wine, food, and soft drinks.

4. ADVANCE FROM A RELATED CORPORATION

In 1991 The Hamilton Performing Arts Foundation Inc. advanced $ 21,700 to the Corporation which in turn invested the funds with the City of Hamilton. All interest earned on these funds has been reinvested with the City of Hamilton and will be paid to The Hamilton Performing Arts Foundation Inc. The continuity of this account is summarized as:

	1996	*1995*
Balance - Beginning of year	$ 21,120	$ 20,676
Interest earned during the year	1,039	1,444
Funds repaid during year	(1,500)	(1,000)
Balance - End of year	$ 20,659	$ 21,120

5. PENSION AGREEMENTS

The Corporation makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of some members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 1996 was $ 173,000 (*1995 - $ 176,000*) for current service and is included as an expense on the Statement of Revenue and Expense.

In addition, certain other employees of the Corporation are entitled to payments to a registered savings plan which is administered through their union. The Corporation contributed $ 36,000 to this plan in 1996 (*1995 - $ 32,000*).

6. TRANSFER TO THE CITY OF HAMILTON

At the end of the year the excess of revenue over expense for the year was transferred to the City of Hamilton and allocated as follows:

	1996	*1995*
Allocated to The Hamilton Entertainment and Convention Facilities Inc. Fund for Capital Projects	$ 32,305	$ 184,865
Allocated to The Hamilton Entertainment and Convention Facilities Inc. Reserve for Budget Stabilization	-	115,938
	$ 32,305	$ 300,803

DRAFT

FOR DISCUSSION ONLY

7. OTHER RESERVE FUNDS

The following reserve funds have been set aside by City Council on behalf of The Hamilton Entertainment and Convention Facilities Inc.

(a) Fund for Capital Projects

This reserve fund and the interest earned thereon is used primarily to finance major building repairs/improvements, purchase of equipment or replacement thereof. The reserve fund is financed from allocations of the excess of revenue over expenses (*note 6*) as well as from a patron surcharge levied by the Corporation on ticket admissions to Hamilton Place and Copps Coliseum. The continuity of this fund is summarized as follows:

	1996	*1995*
Balance - Beginning of year	$ 1,601,839	$ 1,498,520
Funds transferred to finance capital projects approved in the current year's capital budget		
Hamilton Convention Centre	(120,000)	(465,000)
Hamilton Place	(130,000)	(160,000)
Copps Coliseum	(460,000)	(10,000)
	(710,000)	(635,000)
Receipts from patron surcharges during year		
Hamilton Place	57,858	90,959
Copps Coliseum	78,111	50,477
	135,969	141,436
Interest earned during year	102,668	148,558
Surplus transferred from The Hamilton and Convention Facilities Inc.	32,305	184,865
Return of unused funds from previously approved capital projects	37,965	260,122
Receipts from sale of surplus equipment	-	3,338
	172,938	596,883
Balance - End of year	$ 1,200,746	$ 1,601,839

DRAFT

FOR DISCUSSION ONLY

7. OTHER RESERVE FUNDS (continued)

(b) Special Events Subsidy Fund

This reserve and interest earned thereon is used primarily to attract events to the facilities operated by The Hamilton Entertainment and Convention Facilities Inc. The continuity of this fund is summarized as:

	1996	*1995*
Balance - Beginning of year	$ 2,726	$ 2,274
Contribution from the City of Hamilton	100,000	100,000
Interest earned during the year	1,628	2,193
Payments made in the year for events subsidies	(104,026)	(101,741)
Balance - End of year	$ 328	$ 2,726

(c) Budget Stabilization

This reserve and the interest earned theron is used primarily to fund the Corporation's over-expended municipal contribution, if any, in future years. A contribution of $ nil in 1996 (*$ 115,938 in 1995*) was made to this reserve from The Hamilton Entertainment and Convention Facilities Inc.'s excess of revenue over expense for the years in question. The continuity of this fund is summarized as:

	1996	*1995*
Balance - Beginning of year	$ 250,000	$ 125,000
Portion of excess of revenue over expense transferred	-	115,938
Interest earned during the year	12,640	9,062
Balance - End of Year	$ 262,640	$ 250,000

8. OTHER FINANCIAL INFORMATION

At December 31, 1996, the City of Hamilton has outstanding long-term debt of $ 1,847,000 *(1995 - $ 3,170,000)* which was incurred to acquire the buildings and original equipment of The Hamilton Entertainment and Convention Facilities Inc. The City of Hamilton's future payments on this debt are summarized as follows:

	Principal	*Interest*	*Sinking Fund Deposits*	*Total*
1997	$ -	$ 185,000	$ 81,000	$ 266,000
1998	1,847,000	92,000	(1,766,000)	173,000
	$ 1,847,000	$ 277,000	$ (1,685,000)	$ 439,000

DRAFT

FOR DISCUSSION ONLY

8. OTHER FINANCIAL INFORMATION (continued)

During 1996 the City of Hamilton incurred $ 359,000 (*1995 - $ 1,555,000*) in interest expense relating to the debt.

In addition, the City of Hamilton incurred estimated utility charges and related overhead expenses of $ 1,591,000 *(1995 - $ 1,523,000)* for the operations of The Hamilton Entertainment and Convention Facilities Inc.

The City of Hamilton has provided $ 9,000 (*1995 - $ 105,000*) for legal claims relating to the facilities managed by the Corporation, settled during the year or outstanding at year end. These claims will be financed by the City of Hamilton's Reserve for Uninsured Losses.

9. LIABILITY FOR VESTED SICK LEAVE BENEFITS

Effective May 1, 1982 the predecessor corporations to The Hamilton Entertainment and Convention Facilities Inc. adopted an Income Protection Plan and sick leave credits earned under the previous Sick Leave Benefit Plan were frozen. Under the Sick Leave Benefit Plan unused sick leave could accumulate and employees were entitled to cash payment upon termination of services after ten continuous years of employment. Entitlement to cash payment continues to apply to those employees who earned credits under this plan. The liability for these accumulated days, to the extent that they have vested and could be taken in cash by an employee on termination, amounted to $ 59,000 at December 31, 1996 *(1995 - $ 59,000)*. Cash payments made by the City of Hamilton in lieu of sick leave are included in the expenses of the year in which services are terminated and no provision was made by the City in the year when the liability was incurred. The current year's expense of $ 1,000 *(1995 - $ nil)* for sick leave liability was paid directly by the City of Hamilton and is not reflected in these financial statements.

10. COMPARATIVE FIGURES

Certain reclassifications of 1995 comparative figures have been made to conform to the financial statement presentation adopted in 1996.

DRAFT

FOR DISCUSSION ONLY

D

FINANCE AND ADMINISTRATION COMMITTEE
THIRD REPORT OF 1997

The Finance and Administration Committee presents the **THIRD** Report of 1997 from its meeting held March 20, 1997 and respectfully requests approval of the following recommendations:

1. The Hamilton Performing Arts Foundation Inc. Scholarship Fund

THAT WHEREAS THE ONTARIO PROVINCIAL GOVERNMENT HAS ESTABLISHED THE ONTARIO STUDENT OPPORTUNITY TRUST FUND (OSOTF) WHICH WILL MATCH ALL FUNDS PLEDGED BY MARCH 31, 1997 FOR THE PURPOSE OF PROVIDING TUITION FEES TO STUDENTS; and

WHEREAS THE HAMILTON PERFORMING ARTS FOUNDATION INC. ESTABLISHED A SCHOLARSHIP FUND IN 1993;

THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. CONTRIBUTE TO OSOTF EQUAL AMOUNTS OF $5,000. EACH TO MCMASTER UNIVERSITY AND TO MOHAWK COLLEGE FOR THE PURPOSE OF PROVIDING ANNUAL SCHOLARSHIPS TO ONE STUDENT FROM BOTH INSTITUTIONS, IN AMOUNTS EQUAL TO THE INTEREST EARNED ON THE PRINCIPLE CONTRIBUTIONS; and

THAT THE FOLLOWING CRITERIA FOR AWARDING THE SCHOLARSHIPS BE ADHERED TO:

Students who qualify with the criteria listed below will be considered as a candidate to receive a scholarship from The Hamilton Performing Arts Foundation Inc., a charitable foundation which is administered on behalf of the City of Hamilton by the Hamilton Entertainment and Convention Facilities Inc.:

cont'd....

McMaster University

(i) A [1] full-time student who demonstrates financial need and has completed at least thirty units of a program in Art, Drama or Music;
(ii) Preference will be given to students who are currently on the Dean's Honour list (minimum sessional average of 9.5);
(iii) Consideration will be given to the degree of community involvement demonstrated by a prospective recipient.

1. Full-time students must have completed a full programme load in a Fall/Winter session.

Mohawk College

(i) A student who demonstrates financial need and has completed a minimum of one year of a three year programme in Applied Music;
(ii) A student who has attained a minimum average of B;
(iii) A student who is enrolled in a full load of academic work and enrolled in the next academic year;
(iv) Consideration will be given to the degree of community involvement demonstrated by a prospective recipient.

2. Hospitality Sales Contract Position

THAT AN ADDITIONAL HOSPITALITY SALES EXECUTIVE POSITION BE POSTED AND FILLED ON A ONE YEAR CONTRACT BASIS IN SALARY GRADE 12 ($34,001.76 - $39,962.52) DUE TO THE ASSIGNMENT OF A HOSPITALITY SALES EXECUTIVE TO IMPLEMENT AND ADMINISTER THE NEW FACILITY MANAGEMENT SYSTEM.

Respectfully submitted,

Mr. S. Monzavi, Chair

Patricia Bennett, Secretary

2

Thank You for Your
Kind Expression
of Sympathy

HECFI -
Thank you all, the beautiful flowers
sent to our home were very much appreciated.
The grand arrangement sent to Fruscolante
was just lovely - they went to church
with Linda then home with us to enjoy!
Thank you all again

Enrico Mary + Family

This is a note of thanks for the excellent service that was provided to our participants when they attended the Metallica Concert. The staff went out of their way to be helpful and accomodating. Thank you very much!!

Sincerely,
Jennifer Hamilton
Brain Injury Community
Re-Entry Recreation
Co-Ordinator

Brain Injury Community Re-Entry (Niagara) Inc.
261 Martindale Road, Unit 3
St. Catharines, ON
L2W 1A1

The Hamilton Tiger-Cats

Continuing the Tradition Since 1869

Business Operations: 2 King St. W., Hamilton, Ont. L8P 1A1
Tel: (905) 521-5666 • Fax: (905) 527-5332
Tickets: (905) 527-1508 • 1-800-714-ROAR

Football Operations: 75 Balsam Ave. N., Hamilton, Ont. L8L 8C1
Tel: (905) 547-2418 • Fax: (905) 549-6610

February 15, 1997

Mr. Gabe Macaluso
Managing Director/CEO, HECFI
c/o 101 York Boulevard
Hamilton ON L8R 3L4

Dear Mr. Macaluso,

Thank you for donating the space at the Hamilton Convention Centre for the 1997 Hamilton Tiger-Cat Dance Team Workshop and Auditions. The day was a great success for us, and from the response that we received. From the success of our auditions, it looks as though we'll have a very talented team for 1997.

The staff at the Convention Centre was very helpful which made the day run smoothly. The location, set up of the rooms, stage, registration and refreshment tables was ideal.

Your generosity speaks highly of your spirit and commitment to supporting the community and the Hamilton Tiger-Cat Football club.

Thanks again !!

Best Regards,

Anne Walters

Anne Walters
Dance Team Coordinator

CRIME
STOPPERS

HECFI
101 York Blvd
Hamilton, Ontario
Attn: Gabe Macaluso

Dear Gabe,

The Board of Directors for Crime Stoppers of Hamilton-Wentworth Inc. would like to take this opportunity to thank you for your support of our program.

On Saturday, March 1st, 1997, Crime Stoppers held the first fund-raising event for the year, the "March Madness Dance". The dance was a tremendous success, and Crime Stoppers is pleased to inform you that we raised approximately $6500.00 for our program. Thanks to **your generous donation** we are well on our way to another successful year.

Crime Stoppers is a non-profit organization that requires donations of over $25,000.00 a year to operate. We do not rely on any government agencies for funds, therefore all money raised is through donations and fund-raising events.

Thank you once again for your support. Crime Stoppers of Hamilton-Wentworth Inc. in co-operation with the media, police and **YOU**, the community can continue the fight against crime.

Sincerely,

Sgt. Dennis Waddle
Police Coordinator
Crime Stoppers of Hamilton-Wentworth Inc.

CRIME STOPPERS OF HAMILTON-WENTWORTH INC., P.O. BOX 1060, STATION A, HAMILTON, ONTARIO, CANADA, L8N 4C1 TELEPHONE (905) 522-TIPS

130097 DEC85

HAMILTON AIDS NETWORK

March 10, 1997

Mr. David Kelly
Copps Coliseum
101 York Blvd.
Hamilton, Ontario
L8R 3R4

Dear Mr. Kelly:

I would like to extend sincere thanks on behalf of the Hamilton AIDS Network to Copps Coliseum staff for their on-going support and assistance in making our volunteers feel welcome at "Copps" during the JUNOS on March 9, 1997.

For the past three years, we have been invited by Ms. Daisy Falle of C.A.R.A.S. to hand out "red ribbons" in order to raise AIDS awareness to all associated with the JUNOS from the audience to the production crew. We have been successful each year in raising between $3,000.00 and $5,000.00 which directly benefits people in our communities living with HIV/AIDS.

Mr. Kelly, your staff is amazing and are a great asset to the facilities that Hamilton and the surrounding areas are so proud of! Thank you.

Warm regards,

Sylvia Cino
Resource Development
& Community Relations

cc Mr. Gabe Macaluso
H.E.C.F.I.

Mr. John Elder
Hamilton Place

512 James St. N., Hamilton, Ontario L8L 1J4 • Tel. (905) 528-0854 • Fax (905) 528-6311 • Registered Charitable Number: 0762732-59-14
Hamilton AIDS Network • Incorporated 1986

CONSTITUENCY OFFICE
547 Upper James St.
Hamilton, Ont.
L9C 2Y5
(905) 574-3331
FAX (905) 574-4980

HOUSE OF COMMONS
CANADA

OTTAWA OFFICE
House of Commons
Ottawa, Ont.
K1A 0A6
(613) 995-9389
FAX (613) 992-7802

BETH PHINNEY, M.P.
HAMILTON MOUNTAIN

OTTAWA K1A 0A6
March 11, 1997

Ms. Deborah Vivian
Hamilton Entertainment & Convention Facilities Inc.
10 Macnab St. South
Hamilton, ON L8P 4Y3

Debra

Dear ~~Ms. Vivian:~~

Congratulations on a very well organized Juno Awards night!! As usual the Hamilton character and hospitality shone through. You should be very proud with all that was accomplished by hosting the 1997 Juno Awards.

Thank you also very much for your help in preparing the background information contained in the statement I made in the House of Commons yesterday. I have enclosed the statement, regarding the awards ceremony in Hamilton, as I thought you might be interested in seeing the finished product.

Yours Sincerely,

Beth Phinney, M.P.
Hamilton Mountain

BP:tjg

encl.

Monday, March 10, 1997

CANADA

House of Commons Debates

VOLUME 134 • NUMBER 141 • 2nd SESSION • 35th PARLIAMENT

OFFICIAL REPORT
(HANSARD)

* * *

JUNO AWARDS

Ms. Beth Phinney (Hamilton Mountain, Lib.): Mr. Speaker, the 1997 Juno awards were held last night at Copps Coliseum in Hamilton.

The 10,000 people attending the show, and the thousands who worked on the event, meant that the hotels and restaurants in Hamilton were booked solid for the weekend. The city organizers can be proud of bringing this economic boost to Hamilton.

This event provides a great showcase for the tremendous talent of Canadian singers and Canada's vibrant music industry. The organizers of the Junos are to be congratulated on producing a wonderfully entertaining program.

Many awards were handed out last night. The recipients included Celine Dion, Shania Twain, the Tragically Hip, Bryan Adams and the best new band was the Killjoys from Hamilton.

I am sure all members will join me in congratulating last night's winners and in saluting the great achievements of all Canadian artists.

3

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, February 28, 1997
9:00 a.m.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair
	Alderman B. Charters, First Vice Chair
	Mr. G. Kay, Second Vice Chair
	Alderman H. Merling
	Alderman T. Jackson
	Mrs. M. Dow
	Ms. B. Campbell
	Mr. J. Kujavsky
	Mr. S. Monzavi
	Mr. J. Nelson
	Mr. W. Ingleby
	Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. B. Calder
	Mr. S. Farrauto
GUEST:	Mr. D. Affleck, Q.C., Barrister, Solicitor
	Ms. Patrice Noe Johnson, City Solicitor
	Mr. Steve Arnold, The Spectator
REGRETS:	Mayor R. Morrow
	Mr. F. Deys

1. Opening Remarks

Alderman Anderson called the meeting to order at 9:15 a.m. Mr. Don Affleck was introduced to the Board as a specialist in competition law and is present at the meeting to discuss the National Hockey League and its expansion decisions which have excluded the City of Hamilton as a future hockey franchise site. As the discussion entailed legal counsel, the issue was raised during the In-Camera Session.

A. Operations Committee Second Report of 1997

The Board received the Operations Committee Second Report from its meeting held February 19, 1997 and endorsed the following recommendations:

A.1 HP: Replacement of Fire Curtain

MOVED by Mr. Monzavi, seconded by Alderman Charters that

STAFF PROCEED WITH THE REPLACEMENT OF THE HAMILTON PLACE FIRE CURTAIN AS PROVIDED FOR IN THE 1996 CAPITAL BUDGET PROGRAMME; and

THAT SECTIONS OF THE CURTAIN INSCRIBED WITH THE SIGNATURES OF PAST PERFORMERS BE OFFERED FOR SALE THROUGH THE CITY PURCHASING DIVISION.

MOTION CARRIED.

A.2 CC: Storage of Indoor Running Track

MOVED by Mr. Ingleby, seconded by Ms. Campbell that

THE REQUEST BY THE 91ST HIGHLANDERS ATHLETIC ASSOCIATION TO STORE ITS INDOOR RUNNING TRACK AT COPPS COLISEUM BE DENIED.

MOTION CARRIED.

B. Finance and Administration Committee Second Report of 1997

The Board received the Finance and Administration Committee Second Report from its meeting held February 20, 1997 and endorsed the following recommendations:

B.1 Memorandum of Agreement Between H.E.C.F.I. and I.A.T.S.E. B-173 Front-Of-House Part-Time Union at Hamilton Place

MOVED by Mr. Kujavsky, seconded by Mr. Kay that

THE MEMORANDUM OF AGREEMENT DATED FEBRUARY 3, 1997 BETWEEN H.E.C.F.I. AND I.A.T.S.E. B-173 FRONT-OF-HOUSE PART-TIME UNION AT HAMILTON PLACE BE APPROVED.

MOTION CARRIED.

B.2 H.E.C.F.I.'s Part-Time Non-Union Employee Group

MOVED by Alderman Jackson, seconded by Mr. Skrypniak that

THE EXISTING JOB RATE INCREASE RECEIVED BY NON-UNION PART-TIME EMPLOYEES AFTER THE COMPLETION OF 1,000 HOURS OF WORK BE AMENDED EFFECTIVE JANUARY 1, 1998 TO ALLOW FOR THE PAYMENT OF HALF OF THE EXISTING JOB RATE INCREASE AFTER THE COMPLETION OF 500 HOURS OF WORK WITH THE BALANCE OF THE INCREASE PROVIDED UPON THE COMPLETION OF 1,000 OF WORK.

MOTION CARRIED.

B.3 Office of Vice-Chair : Finance & Administration Committee

MOVED by Mr. Monzavi, seconded by Alderman Jackson that

UNTIL SUCH TIME AS ELECTIONS ARE HELD FOR THE 1997 SLATE OF OFFICERS, THAT MR. ANDY SKRYPNIAK BE APPOINTED TO THE POSITION OF VICE-CHAIRMAN OF THE FINANCE AND ADMINISTRATION COMMITTEE.

MOTION CARRIED.

2. Correspondence

MOVED by Mrs. Dow, seconded by Alderman Merling that

ITEM 2, CORRESPONDENCE, BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held January 31, 1997

MOVED by Mr. Kay, seconded by Ms. Campbell that

THE MINUTES OF THE JANUARY 31, 1997 REGULAR MEETING OF THE BOARD BE RECEIVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Private and Confidential

MOVED by Mr. Monzavi, seconded by Mrs. Dow that

THE MEETING MOVE INTO IN-CAMERA AT 9:20 A.M.

MOTION CARRIED.

MOVED by Mr. Nelson, seconded by Ms. Campbell that

THE IN-CAMERA SESSION BE ADJOURNED AT 10:25 A.M.

MOTION CARRIED.

Competition Bureau : National Hockey League

MOVED by Alderman Merling, seconded by Mr. Nelson that

THE CHIEF EXECUTIVE OFFICER BE DIRECTED TO PROCEED WITH THE PREPARATION OF A BRIEF TO THE COMPETITION BUREAU RESPECTING THE NATIONAL HOCKEY LEAGUE'S TERRITORIAL RIGHTS; and

THAT THE CITY'S LEGAL DEPARTMENT BE UTILIZED FOR THE PURPOSE OF PREPARING SUCH A BRIEF; and

THAT ALTERNATE LEGAL COUNSEL BE RETAINED AS REQUIRED AT AN EXPENSE NOT TO EXCEED $15,000; and

THAT THIS RECOMMENDATION BE FORWARDED TO HAMILTON CITY COUNCIL FOR ITS APPROVAL.

MOTION CARRIED. Alderman Jackson, Messrs. Kujavsky and Skrypniak opposed the motion.

Mr. Skrypniak's proposed amendment to include in the brief all aspects of entertainment which restricts promoters, because of territorial or time constraints, from bringing acts to Hamilton, was not seconded.

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting

Thursday, March 27, 1997
9:00 a.m. (Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre, Room 314

9. Adjournment

The meeting adjourned at 10:30 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Thursday, March 27, 1997
9:00 A.M.
HAMILTON CONVENTION CENTRE, Toom 314

ORDER OF BUSINESS
AGENDA

DECLARATION OF CONFLICT OF INTEREST

1. Minutes of Annual Meeting January 22, 1996 — **Attachment 1**

1.1 Errors or Omissions
1.2 Motion to Approve

2. Confirmation of Proceedings — **Attachment 2**

3. Reaffirmation of H.E.C.F.I. Board/ City of Hamilton Auditors — **Attachment 3**

Note: *City Council approved the retention of the firm of MacGillivray Partners as municipal auditors for the year 1993; to be reaffirmed on an annual basis for a further four (4) years to 1997.*

4. Adjournment

March 21, 1997
Patricia Bennett
Legislative Assistant

1

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Monday, January 22, 1996
4:00 p.m.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Mrs. Mary Dow, Chair
	Alderman T. Anderson, First Vice Chair
	Alderman B. Charters, Second Vice Chair
	Mayor R. Morrow
	Alderman H. Merling
	Alderman T. Jackson
	Mr. G. Kay
	Mr. M. Ryder
	Mr. J. Kujavsky
	Mr. F. Deys
	Mr. S. Monzavi
	Ms. B. Campbell
	Mr. B. Ingleby
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. B. Calder
	Mr. S. Farrauto
REGRETS:	Mr. J. Nelson

Mrs. Mary Dow called the meeting to order at 4:15 p.m.

1. Minutes of Annual Meeting February 24, 1995

MOVED by Mr. Ryder, seconded by Alderman Anderson that

THE MINUTES OF THE ANNUAL MEETING HELD FEBRUARY 24, 1995 BE APPROVED.

MOTION CARRIED.

2. Confirmation of Proceedings

MOVED by Mr. Kay, seconded by Alderman Merling that

ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED, RATIFIED AND CONFIRMED.

MOTION CARRIED.

3. Reaffirmation of H.E.C.F.I. Board/City of Hamilton Auditors

MOVED by Alderman Charters, seconded by Alderman Jackson that

H.E.C.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

MOTION CARRIED.

4. Adjournment

The meeting adjourned at 4:19 p.m.

TAKEN AS READ AND APPROVED

_____
Mrs. Mary Dow, Chair

_____
Patricia Bennett, Secretary

2. **Confirmation of Proceedings**

Proposed Motions:

1. THAT WHEREAS THE BOARD'S RESOLUTION CARRIED NOVEMBER 29, 1996 AND SUBSEQUENTLY POSTPONED ON DECEMBER 18, 1996 AND JANUARY 3, 1997 WHICH PROPOSED THE ELIMINATION OF STANDING COMMITTEES IN 1997 TO BE REPLACED BY TWO MONTHLY MEETINGS OF THE FULL BOARD; and

   WHEREAS THE FOREGOING RESOLUTION CARRIED DURING THE 1996 TERM ALTERS PROCEEDINGS FOR THE NEW 1997 TERM;

   THAT THE FOREGOING RESOLUTION BE APPROVED, RATIFIED AND CONFIRMED.

2. THAT ALL OTHER ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILIITES INC. SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED, RATIFIED AND CONFIRMED.

3. Reaffirmation of H.E.C.F.I. Board/ City of Hamilton Auditors

Proposed Motion:

THAT H.E.C.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

Agendas for

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

(i) 1997 Annual Meeting

(ii) First Regular Meeting of 1997

March 21, 1997
Patricia Bennett
Legislative Assistant

HAMILTON PERFORMING ARTS FOUNDATION INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Thursday, March 27, 1997
10:00 a.m.
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Confirmation of Proceedings — *Attachment A*

B. Appointment of Auditors : MacGillivray Partners — *Attachment B*

INFORMATION ITEMS

2. **Minutes of April 26, 1996 Meeting** — Attachment 2

   2.1 Errors of Omissions
   2.2 Motion to Approve

3. **New Business**

4. **Other Business**

5. **Adjournment**

OUTSTANDING BUSINESS

Nil

March 21, 1997
Patricia Bennett
Legislative Assistant

A. Confirmation of Proceedings

Suggested Motion:

THAT ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

B. Reaffirmation of H.P.A.F.I. Board/H.E.C.F.I. Board and City of Hamilton Auditors

Suggested Motion:

THAT THE FIRM OF MACGILLIVRAY PARTNERS BE APPOINTED AS AUDITOR OF THE HAMILTON PERFORMING ARTS FOUNDATION INC. UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL ITS SUCCESSOR IS APPOINTED.

HPAF
2

HAMILTON PERFORMING ARTS FOUNDATION INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Friday, April 26, 1996
9:00 a.m.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair Alderman B. Charters, First Vice Chair Mr. G. Kay, Second Vice Chair Alderman H. Merling Alderman T. Jackson Mrs. M. Dow Mr. M. Ryder Mr. F. Deys Mr. J. Kujavsky Mr. J. Nelson Mr. S. Monzavi Mr. B. Ingleby
ALSO PRESENT:	Mr. G. Macaluso Mr. J. Leuser Mr. B. Calder Mr. S. Farrauto
REGRETS:	Mayor R. Morrow Ms. B. Campbell

1. Opening Remarks

The Chair called the meeting to order at 9:02 a.m.

A. Confirmation of Proceedings

MOVED by Mr. Kay, seconded by Mrs. Dow that

ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

MOTION CARRIED.

B. Appointment of Auditors : MacGillivray Partners

MOVED by Mr. Kay, seconded by Mr. Monzavi that

THE FIRM OF MACGILLIVRAY PARTNERS BE APPOINTED AS AUDITOR OF THE HAMILTON PERFORMING ARTS FOUNDATION INC. UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL ITS SUCCESSOR IS APPOINTED.

MOTION CARRIED.

2. Minutes of April 28, 1995 Annual Meeting

MOVED by Mr. Ingleby, seconded by Mr. Deys that

THE MINUTES OF THE APRIL 28, 1995 ANNUAL MEETING BE APPROVED.

MOTION CARRIED.

3. New Business

Nil

4. Other Business

Nil

5. Adjournment

The meeting adjourned at 9:04 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

HAMILTON PERFORMING ARTS FOUNDATION INC.

MEETING OF THE BOARD OF DIRECTORS

Thursday, March 27, 1997
10:00 a.m.
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A.	*Audit Committee First Report*	*Attachment A*
B.	*Finance and Administration Committee First Report*	*Attachment B*

INFORMATION ITEMS

2.	**Correspondence**	Attachment 2
3.	**Minutes of HPAFI Meeting Held April 26, 1996**	Attachment 3

3.1 Errors or Omissions
3.2 Motion for Approval

4. **New Business**

5. **Other Business**

6. **Motion to Adjourn**

OUTSTANDING BUSINESS

Nil

March 21, 1997
Patricia Bennett
Legislative Assistant

A

AUDIT COMMITTEE FIRST REPORT of 1997 to
THE HAMILTON PERFORMING ARTS FOUNDATION INC.

The Audit Committee presents its **FIRST** Report of 1997 from its meeting held March 20, 1997 and respectfully requests approval of the following recommendation:

1. Draft 1996 Audited Financial Statements for The Hamilton Performing Arts Foundation Inc.

THAT THE DRAFT 1996 AUDITED FINANCIAL STATEMENTS FOR THE HAMILTON PERFORMING ARTS FOUNDATION INC. BE APPROVED; and

THAT THE MANAGEMENT LETTER DATED MARCH 11, 1997 FROM MACGILLIVRAY PARTNERS BE RECEIVED.

M. S. Monzavi /pb

Sonny Monzavi, Chair
Audit Committee

Patricia Bennett

Patricia Bennett, Secretary

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

FINANCIAL STATEMENTS

DECEMBER 31, 1996

DRAFT

FOR DISCUSSION ONLY

AUDITORS' REPORT

To the Directors of
The Hamilton Performing Arts Foundation Inc.

We have audited the balance sheet of **The Hamilton Performing Arts Foundation Inc.** as at December 31, 1996 and the statement of fund balance for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 1996 and the results of its operations for the year then ended in accordance with generally accepted accounting principles.

Hamilton, Canada
February 28, 1997

CHARTERED ACCOUNTANTS

DRAFT

FOR
DISCUSSION ONLY

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

BALANCE SHEET

DECEMBER 31, 1996

ASSETS

	1996	1995
Current		
Cash	$ 17	$ 17
Advance to a related corporation *(note 2)*	20,659	21,120
	$ 20,676	$ 21,137
FUND BALANCE	$ 20,676	$ 21,137

APPROVED ON BEHALF OF THE BOARD

DIRECTOR

DIRECTOR

See accompanying Notes to the Financial Statements

DRAFT

FOR DISCUSSION ONLY

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

STATEMENT OF FUND BALANCE

FOR THE YEAR ENDED DECEMBER 31, 1996

	1996	1995
FUND BALANCE - Beginning of year	$ 21,137	$ 20,693
SCHOLARSHIPS	(1,500)	(1,000)
INTEREST REVENUE	1,039	1,444
FUND BALANCE - End of year	$ 20,676	$ 21,137

DRAFT

FOR
DISCUSSION ONLY

See accompanying Notes to the Financial Statements

NATURE OF OPERATIONS

The Foundation was incorporated with the objectives of making gifts to other Canadian charitable organizations and Canadian municipalities, and to provide, promote, present, develop, assist, maintain, operate and manage the performing arts, educational and cultural activities, and their respective facilities.

1. SIGNIFICANT ACCOUNTING POLICIES

The Foundation follows accounting principles generally accepted in Canada in preparing its financial statements. The significant accounting policies used are as follows:

(a) Revenue and expenses of the Foundation are recorded on the accrual basis.

(b) Purchases of equipment, if any, are recorded as a charge against revenue in the year of acquisition.

2. ADVANCE TO A RELATED CORPORATION

In 1991 $ 21,700 was advanced to The Hamilton Entertainment and Convention Facilities Inc., a corporation related by common directorship, which in turn invested the funds with the Corporation of the City of Hamilton. All interest earned on these funds accrues to the Foundation. The continuity of this advance is as follows:

	1996	*1995*
Balance - Beginning of year	$ 21,120	$ 20,676
Funds repaid during the year	(1,500)	(1,000)
Interest earned during the year	1,039	1,444
Balance - End of year	$ 20,659	$ 21,120

3. STATEMENT OF CHANGES IN CASH RESOURCES

A statement of changes in cash resources is not provided as disclosure in these financial statements is considered to be adequate.

DRAFT

FOR DISCUSSION ONLY

B

FINANCE AND ADMINISTRATION COMMITTEE
FIRST REPORT OF 1997 TO HPAFI

The Finance and Administration Committee presents the **FIRST** Report of 1997 to HPAFI from its meeting held March 20, 1997 and respectfully requests approval of the following recommendations:

1. The Hamilton Performing Arts Foundation Inc. Scholarship Fund

THAT WHEREAS THE ONTARIO PROVINCIAL GOVERNMENT HAS ESTABLISHED THE ONTARIO STUDENT OPPORTUNITY TRUST FUND (OSOTF) WHICH WILL MATCH ALL FUNDS PLEDGED BY MARCH 31, 1997 FOR THE PURPOSE OF PROVIDING TUITION FEES TO STUDENTS; and

WHEREAS THE HAMILTON PERFORMING ARTS FOUNDATION INC. ESTABLISHED A SCHOLARSHIP FUND IN 1993;

THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. CONTRIBUTE TO OSOTF EQUAL AMOUNTS OF $5,000. EACH TO MCMASTER UNIVERSITY AND TO MOHAWK COLLEGE FOR THE PURPOSE OF PROVIDING ANNUAL SCHOLARSHIPS TO ONE STUDENT FROM BOTH INSTITUTIONS, IN AMOUNTS EQUAL TO THE INTEREST EARNED ON THE PRINCIPLE CONTRIBUTIONS; and

THAT THE FOLLOWING CRITERIA FOR AWARDING THE SCHOLARSHIPS BE ADHERED TO:

Students who qualify with the criteria listed below will be considered as a candidate to receive a scholarship from The Hamilton Performing Arts Foundation Inc., a charitable foundation which is administered on behalf of the City of Hamilton by the Hamilton Entertainment and Convention Facilities Inc.:

McMaster University

(i) A [1] full-time student who demonstrates financial need and has completed at least thirty units of a program in Art, Drama or Music;
(ii) Preference will be given to students who are currently on the Dean's Honour list (minimum sessional average of 9.5);
(iii) Consideration will be given to the degree of community involvement demonstrated by a prospective recipient.

1. Full-time students must have completed a full programme load in a Fall/Winter session.

Mohawk College

(i) A student who demonstrates financial need and has completed a minimum of one year of a three year programme in Applied Music;
(ii) A student who has attained a minimum average of B;
(iii) A student who is enrolled in a full load of academic work and enrolled in the next academic year;
(iv) Consideration will be given to the degree of community involvement demonstrated by a prospective recipient.

Respectfully submitted,

Mr. S. Monzavi, Chair

Patricia Bennett, Secretary

Dear Donor(s)

I am writing a note of thanks in regards to your generous donation towards the Hamilton Performing Arts Scholarship of which I am a recipient for the '96/'97 academic year. I appreciate your interest in, and support of, the arts in university education.

Yours truly

Claire Lau

McMASTER UNIVERSITY
STUDENT FINANCIAL AID & SCHOLARSHIPS
1280 Main Street West, Hamilton, Ontario L8S 4K1
Telephone: (905) 525-9140, Ext. 24319
Fax: (905) 521-9565 Email: awards@McMaster.CA

December 20, 1996

Pat Bennett
Hamilton Performing Arts Council
101 York Blvd.
Hamilton ON L8R3L4

Dear Pat::

It is once again a pleasure to write to you to report on The Hamilton Performing Arts Scholarship in 1996.

Commencement ceremonies for students graduating at our Fall Convocation on November 8, 1996 provided an opportunity for the University to recognize students receiving our Undergraduate Academic Awards. I am pleased to report that this year's award recipient is Elaine Jane Lau.

The Hamilton Performing Arts Scholarship continues to provide us with an excellent opportunity to recognize and encourage the academic achievements of McMaster students. We are pleased to be able to award it this year.

Yours sincerely,

John Edwards, Director
Student Financial Aid & Scholarships

3

HAMILTON PERFORMING ARTS FOUNDATION INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, April 26, 1996
9:00 a.m.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair Alderman B. Charters, First Vice Chair Mr. G. Kay, Second Vice Chair Alderman H. Merling Alderman T. Jackson Mrs. M. Dow Mr. M. Ryder Mr. F. Deys Mr. J. Kujavsky Mr. J. Nelson Mr. S. Monzavi Mr. B. Ingleby
ALSO PRESENT:	Mr. G. Macaluso Mr. J. Leuser Mr. B. Calder Mr. S. Farrauto
REGRETS:	Mayor R. Morrow Ms. B. Campbell

1. Opening Remarks

The Chair opened the meeting at 9:05 a.m.

A. Audit Committee First Report

Draft 1995 Audited Financial Statements for The Hamilton Performing Arts Foundation Inc.

MOVED by Mr. Ryder, seconded by Mr. Nelson that

THE AUDIT COMMITTEE FIRST REPORT OF 1996 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

> **THAT THE DRAFT 1995 AUDITED FINANCIAL STATEMENTS FOR THE HAMILTON PERFORMING ARTS FOUNDATION INC. BE APPROVED; and**
>
> **THAT THE MANAGEMENT LETTER DATED APRIL 12, 1996 FROM MACGILLIVRAY PARTNERS BE RECEIVED.**

MOTION CARRIED.

2. Minutes of Regular Meeting Held April 28, 1995

MOVED by Mr. Kay, seconded by Mr. Ingleby that

THE MINUTES OF THE REGULAR MEETING HELD APRIL 28, 1995 BE APPROVED.

MOTION CARRIED.

3. New Business

Nil

4. Other Business

Nil

5. Adjournment

The meeting adjourned at 9:07 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, April 25, 1997
9:00 A.M.
(Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Operations Committee Fourth Report of 1997 — ***Attachment A***

B. Finance and Administration Committee Fourth Report of 1997 — ***Attachment B***

C. Community Dinner : The Original Six Banquet : May 26, 1997, Carmen's Banquet Centre — ***Attachment C***

INFORMATION ITEMS

2. Correspondence — **Attachment 2**

3. Minutes of Regular Meeting Held March 27, 1997 — **Attachment 3**

3.1 Errors or Omissions
3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Referral of Correspondence to H.E.C.F.I. by Hamilton City Council Respecting *Marilyn Manson* — **Attachment 4.1**
4.2 Financial Summary for the First Quarter Ended March 31, 1997 — **Attachment 4.2**

5. Private and Confidential

6. New Business

7. Other Business

8. Date of Next Meeting: **Friday, May 30, 1997**
9:00 a.m. (Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre
Room 314

9. Adjournment

OUTSTANDING BUSINESS
Nil

April 18, 1997
Patricia Bennett
Secretary to the Board of Directors

A

FINANCE AND ADMINISTRATION COMMITTEE
FOURTH REPORT OF 1997

The Finance and Administration Committee presents the **FOURTH** Report of 1997 from its meeting held April 17, 1997 and respectfully requests approval of the following recommendation:

1. TicketMaster Canada Contract

THAT H.E.C.F.I. APPROVE THE UPCOMING SALE OF TICKETMASTER CANADA INC. TO TICKETMASTER CORPORATION (U.S.).

Note: TicketMaster Canada Inc. has entered into a letter of intent with TicketMaster Corporation (the United States entity) whereby TicketMaster Corporation will purchase 100% of the shares of TicketMaster Canada Inc.

H.E.C.F.I.'s agreement with TicketMaster Canada Inc. requires that H.E.C.F.I. give approval to changes in ownership. If approval is not granted, the contract between H.E.C.F.I. and TicketMaster Canada Inc. would cease.

Respectfully submitted,

Mr. S. Monzavi, Chair

Patricia Bennett, Secretary

B

OPERATIONS COMMITTEE FOURTH REPORT OF 1997

The Operations Committee presents the **FOURTH** Report of 1997 from the meeting held April 16, 1997 and respectfully requests approval of the following recommendation:

1. Portable Vending Cart : Street Vendors Programme : Copps Coliseum

THAT MANAGEMENT BE AUTHORIZED TO REQUEST THE CITY OF HAMILTON TO AWARD TO H.E.C.F.I. A VENDING LICENCE FOR A PORTABLE CART IN THE EXISTING VACANT LOCATION AT COPPS COLISEUM; and

THAT THE CITY BE REQUESTED TO ENFORCE ITS BY-LAW RESPECTING THE LOCATIONS AND BOUNDARIES OF EXISTING LICENCE HOLDERS.

Respectfully submitted,

W. Ingleby /pl

Mr. W. Ingleby, Acting Chairman

Patricia Bennett

Patricia Bennett, Secretary

C

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso

DATE: April 18, 1997

SUBJECT: **THE ORIGINAL SIX BANQUET**
Monday, May 26, 1997 : Carmen's Banquet Centre

RECOMMENDATION:

THAT THE BOARD DENY THE REQUEST FROM THE ARTHRITIS SOCIETY TO PURCHASE TICKETS TO "THE ORIGINAL SIX BANQUET", MAY 26, 1997 AT CARMEN'S BANQUET CENTRE.

BACKGROUND:

- Marilyn Davidson, Area Co-ordinator for the Arthritis Society, has extended an invitation to the H.E.C.F.I. Board to purchase tickets to "The Original Six Banquet" to be held Monday, May 26, 1997 at Carmen's Banquet Centre.

- The Board, has not in the past, purchased tickets to events not held in H.E.C.F.I. facilities.

- This event has not been included in the 1997 budget.

Respectfully submitted,

Gabe Macaluso

Gabe Macaluso
Managing Director/CEO

THE ARTHRITIS SOCIETY

HAMILTON / WENTWORTH REGION

REGISTRATION NO.
0060012-1

March 20, 1997

H.E.C.F. Inc., c/o Hamilton Place
10 MacNab Street South
Hamilton, ON
L8P 4Y3

Attention: Mr. Gabe Macaluso

Dear Mr. Macaluso,

Gordie and Colleen Howe, Frank Mahovlich, Henri Richard, Bobby and Dennis Hull and many more hockey legends, extend to H.E.C.F. Inc., c/o Hamilton Place an exclusive invitation for a very special dinner engagement. **"The Original Six Banquet"** in support of the Arthritis Society, is taking place on **Monday, May 26, 1997 at Carmen's Banquet Centre in Hamilton, Ontario**. Be part of the excitement as you are surrounded by hockey's greatest legends. Our 14 celebrity tables will be placed throughout; there will be no head table. Can you imagine sitting next to or near your hockey hero?

The table sponsorship of $1,500.00 entitles you to dine in style with a celebrity of your choice. **"The Original Six Banquet"** which is held in conjunction with **"The Original Six Golf Classic"** offers your company excellent recognition including a page in the evening's program, as well as the next day's golf program. Aside from a wonderful evening, your sponsorship supports the Arthritis Society, specifically the problem of Juvenile Arthritis. If your company is unable to sponsor the event at this level, we have two other options available for you to be a part of this exciting event. *Your company can purchase a table of 10 for $750.00 or individual tickets for $75.00. Whichever you choose, you will be dining alongside some of the best to ever hit the ice.

Many people are unaware that kids can be afflicted with the pain and swelling of arthritis. While physiotherapy programs, and medication can help, there is no known cure, and children unfortunately have to learn to live with chronic pain and discomfort for their entire lives.

GIVE..... TO give HOPE

1685 Main St. West Suite #203, Hamilton, Ontario L8S 1G4
Phone: (905) 522-7111 • Fax: (905) 522-1940

The Arthritis Society is committed to research, patient care and public education in order to improve the quality of life for arthritis sufferers.

This is your chance to meet some of the greatest goal scorers, exciting playmakers, or most talented goalies hockey has ever known. We urge you to respond quickly, as tables and celebrity guests are allocated on a first come first serve basis. Thank you for showing your support for The Arthritis Society.

Sincerely,

Marilyn Davidson

Marilyn Davidson,
Area Co-ordinator

P.S. There are only 14 "Celebrity Tables" available. Don't delay...respond today!
Call The Arthritis Society (905)522-7111 or Leslie Roach at Westbury Life (905)526-3146

*tax receipts are available

2.

APR 7 1997

THE Junior League OF HAMILTON-BURLINGTON INC.

February 4, 1997

Mr. Gabe Macaluso
H.E.C.F.I.
71 Main Street West
Hamilton, Ontario
L8P 4Y5

Dear Mr. Macaluso:

On behalf of the Junior League of Hamilton-Burlington Inc., we wish to thank you for your kind donation to the Silent Auction held in conjunction with the Holiday House Tour, 1996. The Auction was most successful and together with other Holiday House Tour proceeds, will allow us to fulfill our commitment to the Hamilton-Burlington communities. Your support in this undertaking has been most appreciated.

Sincerely,

L Blayney

Deborah Blayney
Tearoom Co-chairman

G Ivey

Gail Ivey
Tearoom Co-Chairman

985 King Street West, Hamilton, Ontario L8S 1K9 (905) 525-1077

3

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, March 27, 1997
9:00 a.m.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair
	Alderman B. Charters, First Vice Chair
	Mr. G. Kay, Second Vice Chair
	Alderman T. Jackson
	Mr. J. Kujavsky
	Mrs. M. Dow
	Ms. B. Campbell
	Mr. F. Deys
	Mr. S. Monzavi
	Mr. J. Nelson
	Mr. W. Ingleby
	Mr. a. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. B. Calder
	Mr. S. Farrauto
	Ms. L. Stewart
REGRETS:	Mayor R. Morrow
	Alderman H. Merling

1. Opening Remarks

The Chair called the meeting to order at 9:02 a.m.

A. Operations Committee Third Report of 1997

The Committee received the Operations Third Report from its meeting held March 19, 1997. Alderman Anderson noted that the March 19th recommendation moved by Alderman Merling and carried at the Operations Committee was in conflict with the November 29, 1996 recommendation moved by Mr. Ryder and carried by the full Board (*to eliminate Standing Committees in 1997 to be replaced by two monthly meetings of the full Board*). Alderman Anderson further explained that a motion to reconsider Mr. Ryder's motion was required. It was

MOVED by Mr. Nelson, seconded by Mr. Ingleby that

THE BOARD RECONSIDER THE RESOLUTION CARRIED NOVEMBER 29, 1996 TO ELIMINATE STANDING COMMITTEES IN 1997 TO BE REPLACED BY TWO MONTHLY MEETINGS OF THE FULL BOARD.

MOTION CARRIED. Mr. Kujavsky opposed the motion.

MOVED by Mr. Kay, seconded by Mr. Nelson that

THAT THE BOARD'S NOVEMBER 29, 1997 RESOLUTION TO ELIMINATE STANDING COMMITTEES IN 1997 TO BE REPLACED BY TWO MONTHLY MEETINGS OF THE FULL BOARD BE DEFEATED.

MOTION CARRIED.

Annual Elections and Standing Committee Structure 1997

MOVED by Mr. Kay, seconded by Mr. Nelson that

NOTWITHSTANDING CLAUSE 5.01 OF THE H.E.C.F.I. BY-LAWS ESTABLISHING THE NECESSITY TO ELECT ANNUALLY, A CHAIRMAN, FIRST VICE-CHAIRMAN, SECOND VICE-CHAIRMAN AND A NEW SLATE OF OFFICERS FOR THE NEW TERM;

THAT THE BOARD OF DIRECTORS WAIVE THE FOREGOING REQUIREMENTS; and

THAT THE BOARD OF DIRECTORS REAPPOINT THE 1996 OFFICERS AND COMMITTEE MEMBERS AS FOLLOWS FOR THE REMAINDER OF 1997 AND UNTIL THE NEXT ANNUAL MEETING OF THE BOARD:

Chair, Alderman T. Anderson
First Vice Chair, Alderman B. Charters
Second Vice Chair, Mr. G. Kay

Operations Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Alderman H. Merling, Committee Chair
Mr. J. Nelson, Committee Vice-Chair
Alderman B. Charters
Mr. J. Kujavsky
Mr. G. Kay
Mrs. M. Dow
Mr. F. Deys
Ms. B. Campbell
Mr. B. Ingleby

Marketing and Sales Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Mrs. M. Dow, Committee Chair
Mr. F. Deys, Committee Vice-Chair
Mr. J. Kujavsky
Mr. J. Nelson
Ms. B. Campbell

Finance and Administration Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Mr. S. Monzavi, Committee Chair
Mr. A. Skrypniak, Committee Vice-Chair
Alderman T. Jackson
Mr. J. Kujavsky

Audit Committee
Mayor R. Morrow, ExOfficio
Chairman of the Board, ExOfficio
Mr. S. Monzavi, Committee Chair
Mr. A. Skrypniak, Committee Vice-Chair
Alderman T. Jackson
Mr. J. Kujavsky

During discussion of the motion Mr. Kujavsky spoke of precedence wherein during election years, the appointment of political representatives to the H.E.C.F.I. Board delayed the H.E.C.F.I. election process. Mr. Kujavsky pointed out that due to municipal elections it was likely the '97 appointees would remain in office for longer than the remaining nine months of 1997 and that as a result, the Board may wish to conduct elections at this time. Mr. Kay pointed out that as no Board Member has expressed interest in seeking election as an officer of the Board, the discussion was immaterial. The vote was then taken and the

MOTION CARRIED. Alderman Charters opposed the motion.

B. Marketing and Sales Committee Second Report of 1997

The Marketing and Sales Committee Second Report of 1997 was received by the Board.

MOVED by Mrs. Dow, seconded by Ms. Campbell that

Hospitality Sales Contract Position

AN ADDITIONAL HOSPITALITY SALES EXECUTIVE POSITION BE POSTED AND FILLED ON A ONE YEAR CONTRACT BASIS IN SALARY GRADE 12 ($34,001.76 - $39,962.52) DUE TO THE ASSIGNMENT OF A HOSPITALITY SALES EXECUTIVE TO IMPLEMENT AND ADMINISTER THE NEW FACILITY MANAGEMENT SYSTEM.

MOTION CARRIED.

C. Audit Committee First Report of 1997

The Board received the Audit Committee First Report of 1997.

MOVED by Mr. Monzavi, seconded by Mr. Skrypniak that

THE DRAFT 1996 AUDITED FINANCIAL STATEMENTS FOR H.E.C.F.I. BE APPROVED; and

THAT THE MANAGEMENT LETTER DATED MARCH 11, 1996 FROM MACGILIVRAY PARTNERS BE RECEIVED.

MOTION CARRIED.

D. Finance and Administration Committee Third Report of 1997

The Board received the Finance and Administration Committee Third Report of 1997.

MOVED by Mr. Monzavi, seconded by Mr. Kay that

The Hamilton Performing Arts Foundation Inc. Scholarship Fund

THAT WHEREAS THE ONTARIO PROVINCIAL GOVERNMENT HAS ESTABLISHED THE ONTARIO STUDENT OPPORTUNITY TRUST FUND (OSOTF) WHICH WILL MATCH ALL FUNDS PLEDGED BY MARCH 31, 1997 FOR THE PURPOSE OF PROVIDING TUITION FEES TO STUDENTS; and

WHEREAS THE HAMILTON PERFORMING ARTS FOUNDATION INC. ESTABLISHED A SCHOLARSHIP FUND IN 1993;

THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. CONTRIBUTE TO OSOTF EQUAL AMOUNTS OF $5,000. EACH TO MCMASTER UNIVERSITY AND TO MOHAWK COLLEGE FOR THE PURPOSE OF PROVIDING ANNUAL SCHOLARSHIPS TO ONE STUDENT FROM BOTH INSTITUTIONS, IN AMOUNTS EQUAL TO THE INTEREST EARNED ON THE PRINCIPLE CONTRIBUTIONS; and

THAT THE FOLLOWING CRITERIA FOR AWARDING THE SCHOLARSHIPS BE ADHERED TO:

Students who qualify with the criteria listed below will be considered as a candidate to receive a scholarship from The Hamilton Performing Arts Foundation Inc., a charitable foundation which is administered on behalf of the City of Hamilton by the Hamilton Entertainment and Convention Facilities Inc.:

McMaster University

(i) A [1] full-time student who demonstrates financial need and has completed at least thirty units of a program in Art, Drama or Music;
(ii) Preference will be given to students who are currently on the Dean's Honour list (minimum sessional average of 9.5);
(iii) Consideration will be given to the degree of community involvement demonstrated by a prospective recipient.

1. Full-time students must have completed a full programme load in a Fall/Winter session.

Mohawk College

(i) A student who demonstrates financial need and has completed a minimum of one year of a three year programme in Applied Music;
(ii) A student who has attained a minimum average of B;
(iii) A student who is enrolled in a full load of academic work and enrolled in the next academic year;
(iv) Consideration will be given to the degree of community involvement demonstrated by a prospective recipient.

MOTION CARRIED.

MOVED by Mr. Monzavi, seconded by Mr. Skrypniak that

Hospitality Sales Contract Position

AN ADDITIONAL HOSPITALITY SALES EXECUTIVE POSITION BE POSTED AND FILLED ON A ONE YEAR CONTRACT BASIS IN SALARY GRADE 12 ($34,001.76 - $39,962.52) DUE TO THE ASSIGNMENT OF A HOSPITALITY SALES EXECUTIVE TO IMPLEMENT AND ADMINISTER THE NEW FACILITY MANAGEMENT SYSTEM.

MOTION CARRIED.

2. Correspondence

MOVED by Mr. Kujavsky, seconded by Mr. Nelson that

CORRESPONDENCE INCLUDED AS ATTACHMENT 2 BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held February 28, 1997

MOVED by Alderman Charters, seconded by Mr. Ingleby that

THE MINUTES OF THE REGULAR MEETING HELD FEBRUARY 28, 1997 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Private and Confidential

Nil

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting

Friday, April 25, 1997
9:00 a.m.
Hamilton Convention Centre
Room 314

9. Adjournment

The meeting was adjourned at 9:20 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

APR 1 1 1997

4.1

OFFICE OF THE CITY CLERK

MEMORANDUM

****

TO: Ms. Pat Bennett
Legislative Assistant
H.E.C.F.I.

YOUR FILE:

FROM: J. J. Schatz
City Clerk

OUR FILE:
PHONE: 546-2753

SUBJECT: Referral of correspondence to H.E.C.F.I.

DATE: 1997 April 9

Please be advised that Hamilton City Council at its meeting held Tuesday, 1997 April 8th agreed to refer correspondence from Valerie Smith dated 1997 April 2nd respecting the Rock Group "Marilyn Manson" to the H.E.C.F.I Board.

Attached herewith, for your presentation to the H.E.C.F.I. Board, is a copy of the above noted correspondence.

JJS/SKR

Attachment

cc P. Noe Johnson, City Solicitor
G. Macaluso, Managing Director/CEO, H.E.C.F.I.

P.O. Box 24040, Bullfrog Mall Postal Station, Guelph, Ontario N1E 6V8
Telephone/fax 905-457-7191

April 2, 1997

Mayor Robert Morrow
City Councillors
City of Hamilton
71 Main Street West
Hamilton, Ontario L8N 3T4

Dear Mayor Morrow and Members of City Council:

Re: Rock group "Marilyn Manson" appearing at Copps Coliseum May 2, 1997

Further to my letter to you dated March 21, 1997 regarding the above rock group, I would like to bring the following to your attention.

Today, I spoke with Mr. Gabe Macaluso, Managing Director of Copps Coliseum, regarding this issue. He told me their lawyers advise that Copps Coliseum, because it is a publicly owned facility, cannot refuse to rent to any group because of their religion or politics. When I pressed him about the fact that "Marilyn Manson" appears to promote Nazism and that this fact has been commented on by people protesting the U.S. tour which is currently in progress, he advised me that even if the *Ku Klux Klan* wanted to rent the Coliseum, they would have to rent to them!

I can't imagine what legislation the Coliseum's lawyers have based this decision on. Canada does not have a history of *protecting* the rights of hate groups; quite the contrary. We, unlike the United States, have Criminal Code laws which prohibit the promotion of hatred and Human Rights Commissions which continually shut down their telephone lines, fight them in court, and use every means at their disposal to combat their recruiting efforts. And then there's Copps' Coliseum, with its "we welcome hate groups" policy. Unbelievable!

What you do in Hamilton affects more than the people of Hamilton, and hatred and violence travel particularly well -- especially when the message is pumped into the minds of kids. I would ask that this issue be discussed at a Council Meeting and, hopefully, some policy or resolution developed that will help to counteract the pro-violence event scheduled to take place on May 2, and other harmful events which could take place if the Copps' open-door policy becomes known to organized hate groups. I look forward to hearing from you.

Yours sincerely,

Valerie Smith

cc: The Hon. Sheila Copps
Ms Paddy Torsney, M.P., Burlington
Mr. Sher Singh, Toronto Star
B'nai Brith Canada

4.2

Hamilton Entertainment and Convention Facilities Inc.

Financial Summary
For The First Quarter Ended March 31, 1997

Actual Results For The First Quarter Ended March 31, 1996		(1) Budget	(2) Actual	(3) Favourable <Unfavourable> Budget Variance
$1,857,588.	Revenue	$1,912,292.	$2,040,212.	$127,920.
2,387,084.	Expenses	2,412,061.	2,480,501.	<68,440.>
$ 529,496.	Excess of Expenses Over Revenue From Operations	$ 499,769.	$ 440,289.	$ 59,480.

Comments:

HECFI's municipal contribution was under-expended by $59,480 (see row 3, column 3 above) for the first quarter ended March 31, 1997. This represents an increase of $22,042 in the under-expended amount reported to you last month for the two month period ended February 28, 1997.

The increase of $22,042 for the month arose primarily due to the favourable results realized from the booking of the KISS concert which had not been budgeted for.

The favourable results for the first quarter arose primarily from higher than anticipated revenue being generated at Copps Coliseum (largely due to the Metallica and KISS concerts).

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

John A. Leuser

Mr. John A. Leuser, C.A.
Director of Finance and Administration

1997 April 15

Copps Coliseum

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Annual 1997 Budget (1)	Budgeted Operating Results For The Three Month Period Ended March 31, 1997 (2)	Actual Operating Results For The Three Month Period Ended March 31, 1997 (3)	Favourable/ (Unfavourable) Budget Variance Amount (4)	% (5)	Actual Operating Results For The Three Month Period Ended March 31, 1996 (6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	$1,296,720	$382,295	$411,589	$29,294	7.7%	$442,176
OTHER RENTALS	529,130	179,173	126,751	(52,422)	−29.3%	105,102
FOOD, BEVERAGE AND CONCESSIONS	2,378,510	513,640	581,109	67,469	13.1%	524,200
RECOVERIES	2,279,580	669,086	716,512	47,426	7.1%	623,182
BOX OFFICE	339,790	108,130	132,833	24,703	22.8%	107,816
OTHER	299,400	59,968	71,418	11,450	19.1%	55,112
TOTAL REVENUE	**$7,123,130**	**$1,912,292**	**$2,040,212**	**$127,920**	**6.7%**	**$1,857,588**
EXPENSES BY DEPARTMENT / SECTION						
OPERATIONS–ADMINISTRATION	$286,800	$70,883	$69,102	$1,781	2.5%	$69,361
FOOD AND BEVERAGE	1,929,600	406,881	466,640	(59,759)	−14.7%	461,724
EVENTS DELIVERY	2,724,740	780,130	813,067	(32,937)	−4.2%	763,680
BUILDING OPERATIONS	1,562,920	382,791	361,994	20,797	5.4%	359,972
MARKETING AND PROMOTION	1,349,190	364,235	377,880	(13,645)	−3.7%	337,676
ADMINISTRATION–CEO/BOARD	429,900	106,404	105,849	555	0.5%	95,063
PROFESSIONAL FEES	33,230	8,310	3,309	5,001	60.2%	5,978
FINANCE AND ADMINISTRATION	680,830	167,193	155,702	11,491	6.9%	158,225
BOX OFFICE	373,420	99,038	100,762	(1,724)	−1.7%	100,584
INSURANCE	104,790	26,196	26,196	0	0.0%	34,821
TOTAL EXPENSES	**$9,475,420**	**$2,412,061**	**$2,480,501**	**($68,440)**	**−2.8%**	**$2,387,084**
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	$2,352,290	$499,769	$440,289	$59,480	11.9%	$529,496
CONTRIBUTION FROM THE CITY	$2,352,290	$499,769	$499,769	$0	0.0%	$473,676
UNDER EXPENDED MUNICIPAL CONTRIBUTION	**$0**	**$0**	**$59,480**	**$59,480**	**0.0%**	**($55,820)**

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, May 30, 1997
9:00 A.M.
(Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre, **Room 202**

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. **Opening Remarks**

ACTION ITEMS

A.	***Operations Committee Fifth Report of 1997***	***Attachment A***
B.	***Finance and Administration Committee Fifth Report of 1997***	***Attachment B***
C.	***Community Dinner : Canadian Football Hall of Fame : Induction Dinner : September 20, 1997, HCC***	***Attachment C***

INFORMATION ITEMS

2.	**Correspondence**	**Nil**
3.	**Minutes of Regular Meeting Held April 25, 1997**	**Attachment 3**
	3.1 Errors or Omissions	
	3.2 Motion for Approval	
4.	**Business Arising From the Minutes**	
	4.1 Financial Summary for the Four Month Period Ended April 30, 1997	**Attachment 4.1**
5.	**Private and Confidential**	
6.	**New Business**	
7.	**Other Business**	
8.	**Date of Next Meeting:**	**Friday, June 27, 1997** 9:00 a.m. (Breakfast Served at 8:30 a.m.) Hamilton Convention Centre, Room 314
9.	**Adjournment**	

OUTSTANDING BUSINESS
Nil

May 26, 1997
Patricia Bennett
Secretary to the Board of Directors

A

OPERATIONS COMMITTEE FIFTH REPORT OF 1997

The Operations Committee presents the **FIFTH** Report of 1997 from the meeting held May 21, 1997 and respectfully requests approval of the following recommendation:

1. Proposed Price Increases on Food and Beverage Concession Items

NO INCREASE TO FOOD AND BEVERAGE CONCESSION ITEMS AT COPPS COLISEUM BE APPROVED.

Respectfully submitted,

Alderman H. Merling, Chairman

Patricia Bennett, Secretary

B

FINANCE AND ADMINISTRATION COMMITTEE
FIFTH REPORT OF 1997

The Finance and Administration Committee presents the **FIFTH** Report of 1997 from its meeting held May 22, 1997 and respectfully requests approval of the following recommendation:

1. Procurement Cards - Pilot Project

THAT H.E.C.F.I. PARTICIPATE IN THE CITY OF HAMILTON'S PILOT PROJECT ON PROCUREMENT CARDS WITH THE FOLLOWING PARAMETERS:

1) **THAT PROCUREMENT CARDS BE ISSUED TO THE MANAGING DIRECTOR/C.E.O., THE HOSPITALITY PROGRAMMING/SALES MANAGER AND A HOSPITALITY SALES EXECUTIVE.**

2) **THAT THE FOLLOWING MONETARY LIMITS BE IMPLEMENTED:**

	Transaction Limit	Daily Limit	Monthly Maximum
G.Macaluso	$1,000.	$1,000.	$10,000.
S.Farrauto	$1,000.	$1,000.	$ 5,000.
K.Dowhan	$1,000.	$1,000.	$ 5,000.

3) **THAT THE USE OF THE PROCUREMENT CARDS BY H.E.C.F.I. BE LIMITED SOLELY TO PAY FOR TRAVEL EXPENSES, CAR RENTALS, HOTEL CHARGES, MEALS AND ENTERTAINMENT AND ANY OTHER EXPENSES WHICH ARE NOT COVERED BY THE PER DIEM RATE OF $70.80.**

4) **THAT THE FOLLOWING REGULATIONS APPROVED BY CITY COUNCIL BE ADOPTED:**

- **PERSONAL PURCHASES OF ANY KIND ARE PROHIBITED;**
- **CASH WITHDRAWALS ARE PROHIBITED; and**
- **ALL CITY OF HAMILTON/H.E.C.F.I. CONFLICT OF INTEREST POLICIES MUST BE ADHERED TO.**

5) THAT EACH CARDHOLDER BE REQUIRED TO ADHERE TO THE FOLLOWING PROCEDURES:

- MAINTAIN A LOG OF ALL PURCHASES, INCLUDING ENTERTAINMENT EXPENSES, PROVIDING THE DATE OF PURCHASE, ITEM PURCHASED, TOTAL PRICE, THE NAMES OF THOSE ENTERTAINED, ALONG WITH A BUSINESS RATIONALE, AND ACCOUNT NUMBER TO BE CHARGED; and

- RETAIN ALL SALES SLIPS/INVOICES WITH THE LOG TO ENABLE THE CARD HOLDER TO RECONCILE HIS/HER INDIVIDUAL PROCUREMENT CARD STATEMENT.

6) THAT MONTHLY PAYMENTS FOR EACH CARDHOLDER BE AUTHORIZED BY HIS/HER IMMEDIATE SUPERIOR, I.E. FOR THE HOSPITALITY SALES EXECUTIVE AND THE HOSPITALITY PROGRAMMING/SALES MANAGER THIS WOULD BE THE MANAGING DIRECTOR/C.E.O. AND FOR THE MANAGING DIRECTOR/C.E.O. THIS WOULD BE THE CHAIRMAN OF THE H.E.C.F.I. BOARD OF DIRECTORS OR HIS DESIGNATE.

7) THAT STAFF REPORT BACK TO THE H.E.C.F.I. FINANCE AND ADMINISTRATION COMMITTEE AT THE CONCLUSION OF THE PILOT PROJECT WITH A RECOMMENDATION TO EITHER EXPAND OR ELIMINATE THE PROGRAMME.

Respectfully submitted,

Mr. S. Monzavi

Mr. S. Monzavi, Chair

pb

Patricia L. Bennett

Patricia Bennett, Secretary

C

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO

DATE: May 26, 1997

SUBJECT: **COMMUNITY DINNER : CANADIAN FOOTBALL HALL OF FAME INDUCTION DINNER**
Saturday, September 20, 1997 : HCC

RECOMMENDATION:

THAT H.E.C.F.I. PURCHASE TEN TICKETS AT A COST OF $750. TO THE CANADIAN FOOTBALL HALL OF FAME INDUCTION DINNER, SATURDAY, SEPTEMBER 20, 1997, AT THE CONVENTION CENTRE.

BACKGROUND:

- The H.E.C.F.I. Board of Directors has traditionally purchased tickets to the Canadian Football Hall of Fame Induction Dinner.
- This function is once again being held at the Hamilton Convention Centre.
- Funds have been budgeted for the Board's attendance at this prestigious community event.

Gabe Macaluso/pb

Gabe Macaluso
Managing Director/CEO

CANADIAN FOOTBALL HALL OF FAME & MUSEUM
58 JACKSON STREET WEST, HAMILTON ONTARIO L8P 1L4 PHONE (905) 528-7566
FAX (905) 528-9781

May 21, 1997

Gabe Macaluso
H.E.C.F.I.
101 York Boulevard
Hamilton, Ontario
L8R 3K1

Dear Mr. Macaluso:

This year marks a very special occasion for the Canadian Football Hall of Fame as we celebrate our 25th Annual Induction Weekend from September 19th - 21st, 1997. We are honouring five of Canada's football greats for their outstanding achievements. The 1997 inductees are:

Junior Ah You, Bruce Coulter, Rocky DiPietro, Bill Symons and Al Wilson

We encourage you to join in the activities that start with the 2nd Annual Legends on the Links Celebrity Golf Tournament on Friday, September 19th. The events continue on Saturday, September 20th with an action packed day commencing at the Canadian Football Hall of Fame & Museum with Special Presentations and concluding with the Formal Induction Dinner Ceremonies. The finale to the weekend is the Hall of Fame game on Sunday, September 21st. The enclosed information provides all of the details you will require to register for this exciting weekend. Charitable tax receipts will be provided for the Celebrity Golf Tournament and Induction Dinner.

This is a great weekend for you and your spouse, friends and business associates to attend. If you are travelling from out of town, a special rate has obtained from our host hotel, The Sheraton Hamilton Hotel. Call 1-800-514-7101 to make your reservations and mention you are part of Induction Weekend XXV.

Please complete the enclosed registration form and return it to the Canadian Football Hall of Fame with your payment by September 1st, 1997. Come and join us for an enjoyable weekend of football.

Sincerely,

Reg Wheeler
Chairman, Induction Committee

Please support our...
"GREAT LEGENDS CAMPAIGN"

REGISTER TODAY FOR INDUCTION WEEKEND XXV

September 19th, 1997 **September 21st, 1997**

HONOURING THE 1997 INDUCTEES
JUNIOR AH YOU, BRUCE COULTER, ROCKY DIPIETRO, BILL SYMONS, AL WILSON

SCHEDULE OF EVENTS

Friday, September 19th, 1997
2nd Annual Legends on the Links Celebrity Golf Tournament
King's Forest Golf Course, 100 Greenhill Road, Hamilton, Ontario
11:00 a.m. - Lunch and Registration
1:00 p.m. - Shotgun Start, Scramble Format
Dinner and Prize Presentations to follow golf
Cost: $150.00 per person
Honourary Chairman - Roy Green
Master of Ceremonies - Norm Marshall
1997 Inductees & Hall of Famers
Peter Dalla Riva, Russ Jackson, Ellison Kelly,
Angelo Mosca, Gordon Perry, Don Sutherin
PLEASE REGISTER EARLY AS WE EXPECT A SELL OUT

Saturday, September 20th, 1997
Visit the Canadian Football Hall of Fame & Museum
58 Jackson Street West
10:00 a.m. - Tour through the special inductee exhibit
11:00 a.m. - Exhibit Redevelopment Preview
12:00 noon - Special Presentations - Inductee bust unveiling
followed by an autograph session with inductees and Silver Anniversary Hall of Famers

Induction Dinner
Hamilton Convention Centre
5:30 p.m. - Cocktails & Silent Auction - Chedoke Room C
7:00 p.m. - Dinner
Master of Ceremonies - Don Wittman
Cost: $75.00/ticket ($35.00 tax receipt) or $700.00/table of ten ($300.00 tax receipt)

Sunday, September 21st, 1997
Hall of Fame Game
Hamilton Tiger-Cats vs. Calgary Stampeders
Ivor Wynne Stadium
The 1997 inductees will be introduced to the fans during the Half-time show
Tickets available by contacting (905) 527-1508

For further information regarding Induction Weekend XXV, please call the Canadian Football Hall of Fame at (905) 528-7566

INDUCTION WEEKEND XXV DINNER/GOLF REQUEST FORM

I would like to register for the following:

☐ 2nd Annual Legends on the Links Celebrity Golf Tournament - Friday, September 19th, 1997
$150.00 Per Golfer - ($70.00 tax receipt)

☐ Induction Dinner - Saturday, September 20th, 1997
$75.00/ticket ($35.00 tax receipt) or $700.00/table ($300.00 tax receipt)

Name:_____

I have a foursome - The other 3 people are, please list names
(1) _____(2)_____(3)_____

Address:_____

Phone:_____

# of golf registrations requested:_____
# of dinner tickets requested: _____
Total Amount Enclosed: _____
Income Tax Receipts Required: Yes ☐ No ☐

SEND REQUEST FORM
TO:
Janice Smith
Canadian Football
Hall of Fame
58 Jackson Street West
Hamilton, Ontario
L8P 1L4

PLEASE COMPLETE AND RETURN REQUEST FORM WITH PAYMENT BY SEPTEMBER 1ST, 1997.
PLEASE MAKE CHEQUES PAYABLE TO THE CANADIAN FOOTBALL HALL OF FAME
NO REFUNDS AFTER SEPTEMBER 9TH, 1997

3

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, April 25, 1997
9:00 a.m.
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair
	Alderman B. Charters, First Vice Chair
	Mr. G. Kay, Second Vice Chair
	Alderman H. Merling
	Mrs. M. Dow
	Ms. B. Campbell
	Mr. J. Kujavsky
	Mr. F. Deys
	Mr. J. Nelson
	Mr. W. Ingleby
	Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. B. Calder
	Mr. S. Farrauto
REGRETS:	Mayor R. Morrow
	Alderman T. Jackson
	Mr. S. Monzavi

1. Opening Remarks

Alderman Anderson called the meeting to order at 9:06 a.m.

A. Operations Committee Fourth Report of 1997

MOVED by Mr. Kay, seconded by Mr. Ingleby that

THE OPERATIONS COMMITTEE FOURTH REPORT OF 1997 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Portable Vending Cart : Street Vendors Programme : Copps Coliseum

THAT MANAGEMENT BE AUTHORIZED TO REQUEST THE CITY OF HAMILTON TO AWARD TO H.E.C.F.I. A VENDING LICENCE FOR A PORTABLE CART IN THE EXISTING VACANT LOCATION AT COPPS COLISEUM; and

THAT THE CITY BE REQUESTED TO ENFORCE ITS BY-LAW RESPECTING THE LOCATIONS AND BOUNDARIES OF EXISTING LICENCE HOLDERS.

MOTION CARRIED.

B. Finance and Administration Committee Fourth Report of 1997

MOVED by Mr. Kujavsky, seconded by Mr. Skrypniak that

THE FINANCE AND ADMINISTRATION COMMITTEE FOURTH REPORT OF 1997 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

TicketMaster Canada Contract

THAT H.E.C.F.I. APPROVE THE UPCOMING SALE OF TICKETMASTER CANADA INC. TO TICKETMASTER CORPORATION (U.S.).

MOTION CARRIED.

C. Community Dinner : The Original Six Banquet : May 26, 1997 : Carmen's Banquet Centre

MOVED by Ms. Campbell, seconded by Mr. Ingleby that

THE BOARD DENY THE REQUEST FROM THE ARTHRITIS SOCIETY TO PURCHASE TICKETS TO "THE ORIGINAL SIX BANQUET", MAY 26, 1997 AT CARMEN'S BANQUET CENTRE.

MOTION CARRIED.

2. Correspondence

MOVED by Mr. Kay, seconded by Mrs. Dow that

APPENDED CORRESPONDENCE BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held March 27, 1997

MOVED by Mr. Nelson, seconded by Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD MARCH 27, 1997 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Referral of Correspondence to H.E.C.F.I. by Hamilton City Council Respecting Marilyn Manson

MOVED by Mr. Kujavsky, seconded by Mr. Deys that

CORRESPONDENCE REFERRED BY HAMILTON CITY COUNCIL DATED APRIL 2, 1997 FROM VALERIE SMITH RESPECTING MARILYN MANSON'S PERFORMANCE AT COPPS COLISEUM BE RECEIVED.

MOTION CARRIED.

The Managing Director/CEO stated that as he has been personally maligned by the correspondence and his integrity questioned, he will seek recourse through legal counsel. It was clarified that H.E.C.F.I. will reimburse Mr. Macaluso for legal costs which are incurred.

4.2 Financial Summary for the First Quarter Ended March 31, 1997

The Financial Summary for the First Quarter Ended March 31, 1997 was received. The Director of Finance and Administration attributed the favourable results "...primarily from higher than anticipated revenue being generated at Copps Coliseum (largely due to the Metallica and KISS concerts)."

5. Private and Confidential

MOVED by Alderman Merling, seconded by Mr. Nelson that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:15 A.M.

MOTION CARRIED.

MOVED by Mr. Deys, seconded by Mrs. Dow that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:45 A.M.

MOTION CARRIED.

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting

Friday, May 30, 1997
9:00 a.m.
Hamilton Convention Centre, Room 202

9. Adjournment

The meeting adjourned at 9:46 a.m.

TAKEN AS READ AND APPROVED

_____
Alderman T. Anderson, Chair

_____
Patricia Bennett, Secretary

4.1

Hamilton
Entertainment
and Convention
Facilities Inc.

Financial Summary
For The Four Month Period Ended April 30, 1997

Actual Results For The Four Month Period Ended April 30, 1996		(1) Budget	(2) Actual	(3) Favourable <Unfavourable> Budget Variance
$2,588,627.	Revenue	$2,738,217.	$2,728,848.	$<9,369.>
3,259,234.	Expenses	3,352,707.	3,300,124.	52,583.
$ 670,607.	Excess of Expenses Over Revenue From Operations	$ 614,490.	$ 571,276.	$43,214.

Comments:

HECFI's municipal contribution was under-expended by $43,214 (see row 3, column 3 above) for the four month period ended April 30, 1997. This represents a decrease of $16,266 in the under-expended amount reported to you last month for the first quarter ended March 31, 1997.

The decrease of $16,266 for the month of April arose primarily because actual revenues at Copps Coliseum were $98,870 less than budgeted. This occurred mainly due to:

1) an event cancellation for the month; and
2) the fact that we had only one concert whereas two were budgeted for the month of April.

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

John A. Leuser

Mr. John A. Leuser, C.A.
Director of Finance and Administration

1997 May 14

Copps
Coliseum

Hamilton Entertainment and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton.

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Annual 1997 Budget	Budgeted Operating Results For The Four Month Period Ended April 30, 1997	Actual Operating Results For The Four Month Period Ended April 30, 1997	Favourable/ (Unfavourable) Budget Variance Amount	%	Actual Operating Results For The Four Month Period Ended April 30, 1996
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	$1,296,720	$513,960	$528,030	$14,070	2.7%	$606,855
OTHER RENTALS	529,130	232,735	182,478	(50,257)	−21.6%	146,183
FOOD, BEVERAGE AND CONCESSIONS	2,378,510	735,830	781,073	45,243	6.1%	723,417
RECOVERIES	2,279,580	997,383	965,109	(32,274)	−3.2%	888,118
BOX OFFICE	339,790	165,540	177,582	12,042	7.3%	145,335
OTHER	299,400	92,769	94,576	1,807	1.9%	78,719
TOTAL REVENUE	**$7,123,130**	**$2,738,217**	**$2,728,848**	**($9,369)**	**−0.3%**	**$2,588,627**
EXPENSES BY DEPARTMENT / SECTION						
OPERATIONS−ADMINISTRATION	$286,800	$94,951	$93,488	$1,463	1.5%	$93,582
FOOD AND BEVERAGE	1,929,600	575,124	628,288	(53,164)	−9.2%	621,990
EVENTS DELIVERY	2,724,740	1,107,934	1,088,553	19,381	1.7%	1,051,762
BUILDING OPERATIONS	1,562,920	523,307	489,792	33,515	6.4%	475,612
MARKETING AND PROMOTION	1,349,190	501,615	473,301	28,314	5.6%	486,391
ADMINISTRATION−CEO/BOARD	429,900	142,445	139,037	3,408	2.4%	127,993
PROFESSIONAL FEES	33,230	11,080	11,912	(832)	−7.5%	8,357
FINANCE AND ADMINISTRATION	680,830	224,442	213,974	10,468	4.7%	213,888
BOX OFFICE	373,420	136,881	131,214	5,667	4.1%	133,230
INSURANCE	104,790	34,928	30,565	4,363	12.5%	46,429
TOTAL EXPENSES	**$9,475,420**	**$3,352,707**	**$3,300,124**	**$52,583**	**1.6%**	**$3,259,234**
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	$2,352,290	$614,490	$571,276	$43,214	7.0%	$670,607
CONTRIBUTION FROM THE CITY	$2,352,290	$614,490	$614,490	$0	0.0%	$581,348
UNDER EXPENDED MUNICIPAL CONTRIBUTION	**$0**	**$0**	**$43,214**	**$43,214**	**0.0%**	**($89,259)**

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, June 27, 1997
9:00 A.M.
(Breakfast Served at 8:30 a.m.)
Hamilton Convention Centre, **Room 202**

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. *Operations Committee Sixth Report of 1997* — *Attachment A*

INFORMATION ITEMS

2. Correspondence — Attachment 2

3. Minutes of Regular Meeting Held May 30, 1997 — Attachment 3

   3.1 Errors or Omissions
   3.2 Motion for Approval

4. Business Arising From the Minutes

   4.1 Financial Summary for the Five Month Period Ended May 31, 1997 — Attachment 4.1

5. Private and Confidential

6. New Business

7. Other Business

   7.1 Summer Meeting Schedule
   Please note that from Wednesday, July 16th, 1997 to August 15th, 1997 inclusive, there are no City or Regional meetings scheduled.

8. Date of Next Meeting: **Friday, July 25, 1997**
   9:00 a.m. (Breakfast Served at 8:30 a.m.)
   TBA

9. Adjournment

OUTSTANDING BUSINESS
Nil

June 20, 1997
Patricia Bennett
Secretary to the Board of Directors

A

OPERATIONS COMMITTEE SIXTH REPORT OF 1997

The Operations Committee presents the **SIXTH** Report of 1997 from the meeting held June 18, 1997 and respectfully requests approval of the following recommendation:

1. CC: Arena Dasherboard Replacement

THAT MANAGEMENT BE DIRECTED TO OBTAIN QUOTES FOR THE REPLACEMENT OF THE DASHERBOARD SYSTEM (EXCLUDING PLAYERS', PENALTY AND TIME-KEEPERS' BOXES) WHICH INCORPORATES SEAMLESS, SUPPORT-LESS GLASS AT A COST NOT TO EXCEED $179,900.; and

THAT CONTINGENT UPON THE ACCEPTANCE OF A QUOTE FOR A REPLACEMENT SYSTEM, THE EXISTING DASHERBOARD SYSTEM BE SOLD OR TRADED-IN AT THE MOST COMPETITIVE PRICE; THE PROCEEDS TO BE CREDITED TOWARDS THE REPLACEMENT OF PLAYERS', PENALTY AND TIME-KEEPERS' BOXES WITH THE NEW SYSTEM.

Respectfully submitted,

Alderman H. Merling, Chairman

Patricia Bennett, Secretary

2

JUN - 2 1997

May 16, 1997

Mr. Gabe Macaluso
Managing Director and C.E.O.
Hamilton Entertainment and Convention Facilities Inc.
10 MacNab Street South
Hamilton, ON L8P4Y3

Dear Gabe:

In one of our most challenging years ever, the entire community rallied together to raise over $1.1 million dollars for the Children's Hospital. Your "in-kind" contribution allowed us to keep our costs to a minimum and was greatly appreciated by everyone involved with the telethon.

As you know, funds raised will go towards high tech diagnostic, surgical and monitoring equipment, regional program development and education, research, a special area for keeping assistance devices for growing, physically challenged kids, a neonatal communications centre, and 3B/3C therapy area.

The planning process for the 1998 telethon is already underway. We look forward to the prospect of working with you again. We truly value your commitment to the Mother's Day Telethon. Thank you from all of us to everyone at Hamilton Entertainment and Convention Facilities Inc.!

Sincerely

Marg

Margaret Jones
Corporate Sponsorship Coordinator
Mother's Day Telethon

Gabe: Thanks for your support!

Ursula

Ursula Evans
Executive Director
Chedoke-McMaster Hospitals Foundation

We really appreciate your direction on the "Smiles on Ice" program

Smiles
Children's Hospital

1200 Main Street West, Box 2000, Hamilton, Ontario L8N 3Z5 • (905) 521-2100 • Fax (905) 521-9920
Foundation Home Page www.cmhf.on.ca • Telethon Home Page www.smiles.interlynx.net

PRESTIGE
BRIDAL SHOWS
INCORPORATED
Box 81043, Fiddler's Green Postal Outlet, Ancaster, ON L9G 4X1
Tel: (905) 529-SHOW Fax: (905) 648-9345

April 28, 1997

Mr. Gabe Macaluso
Managing Director / CEO, HECFI
101 York Blvd.
Hamilton ON L8R 3L4

Dear Gabe: Re: Bridal Show '97, Jan. 3-5/97

You have asked for comments regarding this year's edition of our annual show. I am pleased to give excellent marks to the service reps and marketing people who we dealt with in the various aspects of our show. Vince Guglielmo should be given special thanks for his help and cooperation.

We do have one glaring problem though, and while I'm aware that it's not exactly within your control , you should be aware of it, because of the bearing it has on all the public functions at the H.C.C.

I refer to the high cost of parking.

In a questionaire we sent out to our 150 exhibitors, this was the most frequent complaint, and the brides and their parties who attend the show often mention their resentment at this sizeable extra cost. As the producer who has to pay parking fees for a cast of 35-40 people, this becomes an extra burden as well for me.

We are competing with facilities that offer free parking ; and while I realize this is impossible downtown, I am sure that a weekend in January isn't prime time in the parking garage, and a flat rate that is reasonable would encourage more of our clients to use the garage, and probably result in increased revenue.

I don't have to tell you that some shows are leaving the H.C.C. because of this very problem. This is not my intention, but as a downtown booster and an H.C.C. supporter, I believe this problem should be addressed seriously and soon.

Sincerely,

Wilf Gerofsky, Pres.

C.C. Alderman Vince Agro
Peter Baker, Mgr. H.P.A.

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HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, May 30, 1997
Hamilton Convention Centre
Room 202

MINUTES

PRESENT:	Alderman T. Anderson, Chair Alderman B. Charters, First Vice-Chair Mr. G. Kay, Second Vice-Chair Alderman H. Merling Mrs. M. Dow Ms. B. Campbell Mr. J. Kujavsky Mr. F. Deys Mr. S. Monzavi Mr. W. Ingleby Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso Mr. J. Leuser Mr. B. Calder
REGRETS:	Mayor R. Morrow Alderman T. Jackson Mr. J. Nelson

1. Opening Remarks

Alderman Anderson called the meeting to order at 9:13 a.m. The Chair opened discussion regarding the recent exciting Bulldogs' entry into the Calder Cup finals. The dates (subject to change) of the finals are scheduled to take place June 9th, 11th and 13th; ticket prices are $17. This series has increased seasons' tickets sales by approximately 500. The CEO is coordinating plans for a parade, an assembly at City Hall, followed by a luncheon at the Convention Centre in the event the Bulldogs win the Cup. Alternately, should the Bulldogs be unsuccessful in winning the Cup, plans for an assembly at City Hall followed by a luncheon at the Convention Centre are being made. The CEO advised that organizing a pep rally was not feasible as the team's departure from either Springfield or Hershey will not be known in enough time to install the staging and sound equipment, etc. required for such an event. Discussion ensued about televising the "away" games and possibly utilizing Cable 14 in this capacity. It was clarified that Messrs. Pocklington and Sather will attend one or two of the home games.

Alderman Anderson reported that Marilyn Manson's performance at Copps Coliseum went smoothly and without incident.

A. Operations Committee Fifth Report of 1997

MOVED by Alderman Merling, seconded by Mrs. Dow that

THE OPERATIONS COMMITTEE FIFTH REPORT OF 1997 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Proposed Price Increases on Food and Beverage Concession Items

THAT NO INCREASE TO FOOD AND BEVERAGE CONCESSION ITEMS AT COPPS COLISEUM BE APPROVED.

MOTION CARRIED.

B. Finance and Administration Committee Fifth Report of 1997

MOVED by Mr. Monzavi, seconded by Mr. Kay that

THE FINANCE AND ADMINISTRATION COMMITTEE FIFTH REPORT OF 1997 BE APPROVED AND THE FOLLOWING RECOMMENDATION APPROVED:

Procurement Cards - Pilot Project

THAT H.E.C.F.I. PARTICIPATE IN THE CITY OF HAMILTON'S PILOT PROJECT ON PROCUREMENT CARDS WITH THE FOLLOWING PARAMETERS:

1) **THAT PROCUREMENT CARDS BE ISSUED TO THE MANAGING DIRECTOR/C.E.O., THE HOSPITALITY PROGRAMMING/SALES MANAGER AND A HOSPITALITY SALES EXECUTIVE.**
2) **THAT THE FOLLOWING MONETARY LIMITS BE IMPLEMENTED:**

	Transaction Limit	Daily Limit	Monthly Maximum
G.Macaluso	$1,000.	$1,000.	$10,000.
S.Farrauto	$1,000.	$1,000.	$ 5,000.
K.Dowhan	$1,000.	$1,000.	$ 5,000.

3) **THAT THE USE OF THE PROCUREMENT CARDS BY H.E.C.F.I. BE LIMITED SOLELY TO PAY FOR TRAVEL EXPENSES, CAR RENTALS, HOTEL CHARGES, MEALS AND ENTERTAINMENT AND ANY OTHER EXPENSES WHICH ARE NOT COVERED BY THE PER DIEM RATE OF $70.80.**

4) **THAT THE FOLLOWING REGULATIONS APPROVED BY CITY COUNCIL BE ADOPTED:**

- **PERSONAL PURCHASES OF ANY KIND ARE PROHIBITED;**
- **CASH WITHDRAWALS ARE PROHIBITED; and**
- **ALL CITY OF HAMILTON/H.E.C.F.I. CONFLICT OF INTEREST POLICIES MUST BE ADHERED TO.**

5) **THAT EACH CARDHOLDER BE REQUIRED TO ADHERE TO THE FOLLOWING PROCEDURES;**

- **MAINTAIN A LOG OF ALL PURCHASES, INCLUDING ENTERTAINMENT EXPENSES, PROVIDING THE DATE OF PURCHASE, ITEM PURCHASED, TOTAL PRICE, THE NAMES OF THOSE ENTERTAINED, ALONG WITH A BUSINESS RATIONALE, AND ACCOUNT NUMBER TO BE CHARGED; and**

- **RETAIN ALL SALES SLIPS/INVOICES WITH THE LOG TO ENABLE THE CARD HOLDER TO RECONCILE HIS/HER INDIVIDUAL PROCUREMENT CARD STATEMENT.**

6) **THAT MONTHLY PAYMENTS FOR EACH CARDHOLDER BE AUTHORIZED BY HIS/HER IMMEDIATE SUPERIOR, I.E. FOR THE HOSPITALITY SALES EXECUTIVE AND THE HOSPITALITY PROGRAMMING/SALES MANAGER THIS WOULD BE THE MANAGING DIRECTOR/C.E.O. AND FOR THE MANAGING DIRECTOR/C.E.O. THIS WOULD BE THE CHAIRMAN OF THE H.E.C.F.I. BOARD OF DIRECTORS OR HIS DESIGNATE.**

7) **THAT STAFF REPORT BACK TO THE H.E.C.F.I. FINANCE AND ADMINISTRATION COMMITTEE AT THE CONCLUSION OF THE PILOT PROJECT WITH A RECOMMENDATION TO EITHER EXPAND OR ELIMINATE THE PROGRAMME.**

MOTION CARRIED. Alderman Charters opposed the motion.

C. Community Dinner : Canadian Football Hall of Fame : Induction Dinner : September 20, 1997, HCC

MOVED by Mr. Kay, seconded by Mr. Kujavsky that

H.E.C.F.I. PURCHASE TEN TICKETS AT A COST OF $750. TO THE CANADIAN FOOTBALL HALL OF FAME INDUCTION DINNER, SATURDAY, SEPTEMBER 20, 1997, AT THE CONVENTION CENTRE.

MOTION CARRIED. Alderman Merling opposed the motion.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held April 25, 1997

MOVED by Mr. Deys, seconded by Mr. Skrypniak that

THE MINUTES OF THE REGULAR MEETING HELD APRIL 25, 1997 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Summary for the Four Month Period Ended April 30, 1997

The Board received as information the Financial Summary for the Four Month Period Ended April 30, 1997

5. Private and Confidential

MOVED by Alderman Charters, seconded by Mr. Kay that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:25 A.M.

MOTION CARRIED.

MOVED by Mr. Skrypniak, seconded by Mr. Deys that

THE MEETING MOVE OUT OF IN-CAMERA AT 9:27 A.M.

MOTION CARRIED.

6. New Business

6.1 Copps Coliseum : Press Boxes

Management was requested to revisit the issue of the lack of telephone credit card accessibility in the Press Boxes at Copps Coliseum.

7. Other Business

Nil

8. Date of Next Meeting

Friday, June 27, 1997
9:00 a.m.
Hamilton Convention Centre, Room 314

9. Adjournment

The meeting adjourned at 9:30 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

Hamilton
Entertainment
and Convention
Facilities Inc.

4.1

Financial Summary
For The Five Month Period Ended May 31, 1997

Actual Results For The Five Month Period Ended May 31, 1996		(1) Budget	(2) Actual	(3) Favourable <Unfavourable> Budget Variance
$3,034,779.	Revenue	$3,376,367.	$3,375,982.	$ <385.>
3,972,205.	Expenses	4,149,004.	4,068,494.	80,510.
$ 937,426.	Excess of Expenses Over Revenue From Operations	$ 772,637.	$ 692,512.	$80,125.

Comments:

HECFI's municipal contribution was under-expended by $80,125 (see row 3, column 3 above) for the five month period ended May 31, 1997. This represents an increase of $36,911 in the under-expended amount reported to you last month for the four month period ended April 30, 1997.

The under-expended municipal contribution of $80,125 for the five month period arose primarily from:

(1) favourable results being realized on shows promoted/co-promoted by HECFI; and

(2) expenses being under budget for the period.

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

John A. Leuser

Mr. John A. Leuser, C.A.
Director of Finance and Administration

1997 June 13

Copps
Coliseum

Hamilton Entertainment and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton.

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Annual 1997 Budget	Budgeted Operating Results For The Five Month Period Ended May 31 1997	Actual Operating Results For The Five Month Period Ended May 31 1997	Favourable/ (Unfavourable) Budget Variance Amount	%	Actual Operating Results For The Five Month Period Ended May 31 1996
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	$1,296,720	$675,190	$618,477	($56,713)	−8.4%	$682,624
OTHER RENTALS	529,130	261,747	209,458	(52,289)	−20.0%	185,791
FOOD, BEVERAGE AND CONCESSIONS	2,378,510	978,601	1,017,248	38,647	3.9%	867,828
RECOVERIES	2,279,580	1,165,481	1,161,290	(4,191)	−0.4%	1,013,407
BOX OFFICE	339,790	185,990	228,243	42,253	22.7%	176,944
OTHER	299,400	109,358	141,266	31,908	29.2%	108,185
TOTAL REVENUE	**$7,123,130**	**$3,376,367**	**$3,375,982**	**($385)**	**0.0%**	**$3,034,779**
EXPENSES BY DEPARTMENT / SECTION						
OPERATIONS−ADMINISTRATION	$286,800	$119,019	$118,733	$286	0.2%	$118,170
FOOD AND BEVERAGE	1,929,600	775,802	794,362	(18,560)	−2.4%	786,608
EVENTS DELIVERY	2,724,740	1,307,927	1,298,661	9,266	0.7%	1,229,808
BUILDING OPERATIONS	1,562,920	652,123	613,008	39,115	6.0%	582,268
MARKETING AND PROMOTION	1,349,190	611,496	578,831	32,665	5.3%	585,518
ADMINISTRATION−CEO/BOARD	429,900	178,486	173,501	4,985	2.8%	168,343
PROFESSIONAL FEES	33,230	13,850	20,515	(6,665)	−48.1%	9,812
FINANCE AND ADMINISTRATION	680,830	281,137	268,026	13,111	4.7%	271,810
BOX OFFICE	373,420	165,504	164,651	853	0.5%	161,828
INSURANCE	104,790	43,660	38,206	5,454	12.5%	58,040
TOTAL EXPENSES	**$9,475,420**	**$4,149,004**	**$4,068,494**	**$80,510**	**1.9%**	**$3,972,205**
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	$2,352,290	$772,637	$692,512	$80,125	10.4%	$937,426
CONTRIBUTION FROM THE CITY	$2,352,290	$772,637	$772,637	$0	0.0%	$795,025
UNDER EXPENDED MUNICIPAL CONTRIBUTION	**$0**	**$0**	**$80,125**	**$80,125**	**0.0%**	**($142,401)**

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Wednesday, August 20, 1997
12:00 Noon
(Lunch Served at 11:30 a.m.)
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Ratification: Acceptance of Tender / Hamilton Place Roofing — ***Attachment A***

INFORMATION ITEMS

2. Correspondence — **Attachment 2**

3. Minutes of Regular Meeting Held June 27, 1997 — **Attachment 3**

3.1 Errors or Omissions
3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Financial Summary for the Seven Month Period Ended July 31, 1997 — **Circulated at Meeting**

5. Private and Confidential

6. New Business

7. Other Business

8. Date of Next Meeting: **Friday, September 26, 1997**
9:00 a.m. (Breakfast Served at 8:30 a.m.)
Meeting Room #1, Hamilton Place

9. Adjournment

OUTSTANDING BUSINESS
Nil

August 12, 1997
Patricia Bennett
Secretary to the Board of Directors

A

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO

DATE: August 11, 1997

SUBJECT: **RATIFICATION OF EMERGENCY PURCHASE ORDER RESPECTING HAMILTON PLACE RE-ROOFING PROJECT**

RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD OF DIRECTORS RATIFY THE EMERGENCY PURCHASE ORDER TO ACCEPT THE LOWEST OF EIGHT TENDERS RECEIVED SUBMITTED BY JULIAN ROOFING (*A DIVISION OF FLYNN ROOFING (CANADA) LTD.*), STONEY CREEK, IN THE TOTAL AMOUNT OF $159,858.00 INCLUDING ALL APPLICABLE TAXES TO RE-ROOF SECTIONS OF THE HAMILTON PLACE ROOF.

Gabe Macaluso

Gabe Macaluso
Managing Director/CEO

BACKGROUND:

- In response to a Call for tenders issued by the Purchasing Division, seven (7) contractors submitted bids for the Hamilton Place re-roofing project. Attached please find the bid comparison (Ref: C9-397) listing all prices received.

cont'd.....

- Bidders were given the opportunity to bid on two different roofing systems i.e. modified bituminous and Sarnafil. These two systems are considered equal in terms of longevity and serviceability however, the bituminous system is more labour intensive to install hence the cost for same is somewhat higher.

- The lowest bid received as submitted by Julian roofing, relates to the Sarnafil PVC membrane roofing system. Their bid is considerably lower i.e. by approximately 13 percent, then the next lowest bidder. Julian roofing is a reputable, local roofing contractor established since 1977. They have completed roofing projects for the Hamilton, Haldimand, Peel, Halton and Niagara Boards of Education and presently are undertaking work for Qualico Foods Ltd., Burlington, John Deere, Grimsby and National Steel Car, Hamilton. Julian roofing is an approved Sarnafil applicator and as such are qualified to install all Sarnafil membrane products and accessories.

- It should be noted that all areas to be re-roofed with the exception of Section 8, are in excess of fifteen (15) years of age. The roof area listed as Section 8 was last replaced in 1988 however, damage to the membrane in the vicinity of the roof top mechanical room has resulted in perforations in the membrane. Water has now found its way through the membrane and in to the insulation beneath. This insulation has been analyzed and it has been found to contain a high moisture content, thus necessitating its replacement.

- Sufficient funds have been provided within the H.E.C.F.I. Capital Budget to finance this expenditure.

- While work is not scheduled to begin on the project until September, it was necessary to award the contract to allow suppliers to order required products and equipment in sufficient time to meet established timelines, therefore an Emergency Purchase Order was processed.

THE CORPORATION OF THE CITY OF HAMILTON

Ref:C9-397 Closed:July 15/97

REROOFING HAMILTON PLACE

Part A Modified Bituminous

Section	Solar Roof.	Atlantic Roof	Bertozzi	Riddell	Trio	Consilium
1	$57,400.00	$45,300.00	$52,760.57	$51,501.00	$57,538.00	$76,050.00
2	$26,200.00	$24,900.00	$29,550.33	$29,131.00	$32,468.00	$29,450.00
3	$17,500.00	$17,700.00	$15,399.27	$24,501.00	$20,376.00	$21,450.00
4	$5,320.00	$9,800.00	$7,023.11	$9,475.00	$11,436.00	$6,750.00
5	$6,960.00	$10,200.00	$6,743.76	$9,475.00	$13,320.00	$6,950.00
6	$9,840.00	$15,300.00	$12,810.51	$11,682.00	$12,792.00	$11,700.00
8	$46,900.00	$48,900.00	$52,570.86	$58,407.00	$50,829.00	$85,800.00
Sub Total	$170,120.00	$172,100.00	$176,858.41	$194,172.00	$198,759.00	$238,150.00
7% GST	$11,908.40	$12,047.00	$12,380.09	$13,592.04	$13,913.13	$16,670.50
Total	$182,028.40	$184,147.00	$189,238.50	$207,764.04	$212,672.13	$254,820.50

Part B Sarnafil

Section	Julian Roof.	Riddell
1	$46,000.00	$38,360.00
2	$22,000.00	$29,539.00
3	$14,500.00	$22,456.00
4	$6,800.00	$9,111.00
5	$6,800.00	$9,111.00
6	$11,300.00	$11,173.00
8	$42,000.00	$52,771.00
Sub Total	$149,400.00	$172,521.00
7% GST	$10,458.00	$12,076.47
Total	$159,858.00	$184,597.47

2

Zellers Inc.
499 Mohawk Rd. E.
Hamilton, Ont.,
L8V 4L7

Gabe Macaluso
Copps Coliseum
101 York Blvd.
Hamilton, Ont.
L8R 3L4

Dear Mr. Macaluso,

We wish to thank you so much for your generosity in your donation of gift certificates for our Moonwalk '97 walkathon for Cystic Fibrosis, on Sunday May 25, 1997.

The walk was a great success. We raised over $10,000.00 between the seven stores from Hamilton, Stoney Creek and Burlington.

Without people like you who help us, through donations, we would not be as successful. Your donations provide an incentive and help us raise more funds.

Once again we thank you!

Rose Carter

Rose Carter
Zellers #119

Date: July/91

DON CHERRY ENTERPRISES INC.

Fax Cover Page

To The Attention Of: Pat Bennett

Dear Pat;

I want to thank you and the HECI Board of Directors & Staff for the beautiful glass "angel". Shirley Elford did a wonderful job. Rose I really appreciate it and I'll treasure it.

Thank you for your kindness & please thank Shirley for me.

Sincerely

Don

DON CHERRY ENTERPRISES INC.

JUN 24 1997

Hamilton-Wentworth Catholic Child Care Centres Inc.

690 Barton Street, East, Hamilton, ON L8L 3A6
Tel. (905) 525-2930, Ext. 2255
Fax. (905) 547-2118

June 19, 1997

Hamilton, Entertainment and Convention Facilities
Manager
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Manager :

Thank you for your support of the auction at Cathedral Children's Centre on May 9, 1997. The evening was a great success. Staff and parents worked together to raise close to $2,000.00, which will go directly to the purchase of program materials for the centre. Your donation was acknowledged in the Auction Booklet, and we do appreciate your support.

Sincerely,

D. Myers
Child Care Administrator

DM/kl

3

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, June 27, 1997
9:00 a.m.
Hamilton Convention Centre
Room 202

MINUTES

PRESENT:	Alderman T. Anderson, Chair
	Alderman B. Charters, First Vice Chair
	Alderman H. Merling
	Alderman T. Jackson
	Mrs. M. Dow
	Ms. B. Campbell
	Mr. J. Kujavsky
	Mr. F. Deys
	Mr. S. Monzavi
	Mr. J. Nelson
	Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. B. Calder
	Mr. S. Farrauto
REGRETS:	Mayor R. Morrow
	Mr. G. Kay
	Mr. B. Ingleby

DECLARATION OF CONFLICT OF INTEREST

Mr. Jasper Kujavsky declared a Conflict of Interest in respect of the Operations Committee Sixth Report, *Arena Dasherboard Replacement,* as well as issues pertaining to *Indoor Lacrosse*. Mrs. Mary Dow declared a Conflict of Interest in respect of the Marketing and Sales Committee Third Report, *Special Event Subsidy Fund : Canadian Society of Association Executives*.

1. Opening Remarks

Alderman Anderson called the meeting to order at 9:10 a.m.

A. Operations Committee Sixth Report of 1997

Mr. Kujavsky left the meeting room.

MOVED by Alderman Merling, seconded by Mr. Nelson that

THE OPERATIONS COMMITTEE SIXTH REPORT OF 1997 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

CC: Arena Dasherboard Replacement

THAT MANAGEMENT BE DIRECTED TO OBTAIN QUOTES FOR THE REPLACEMENT OF THE DASHERBOARD SYSTEM (EXCLUDING PLAYERS', PENALTY AND TIME-KEEPERS' BOXES) WHICH INCORPORATES SEAMLESS, SUPPORT-LESS GLASS AT A COST NOT TO EXCEED $179,900.; and

THAT CONTINGENT UPON THE ACCEPTANCE OF A QUOTE FOR A REPLACEMENT SYSTEM, THE EXISTING DASHERBOARD SYSTEM BE SOLD OR TRADED-IN AT THE MOST COMPETITIVE PRICE; THE PROCEEDS TO BE CREDITED TOWARDS THE REPLACEMENT OF PLAYERS', PENALTY AND TIME-KEEPERS' BOXES WITH THE NEW SYSTEM.

MOTION CARRIED.

In accordance with the foregoing recommendation, management scheduled two suppliers to provide presentations to the Board respecting their respective products: Mr. Kevin Perry, Sales Manager, Crystaplex; and Mr. Brian Townsend, Vice President, Sales, IcePro.

During Mr. Perry's presentation he advised that his company has been in business for approximately thirty-five years; Crystaplex was the first company to install aluminum dasherboards and first to install supportless dasherboards; nineteen dasherboard systems are currently installed in National Hockey League venues. Improvements to the Series 5000 Supportless Dasherboard System which will result in the boards being more flexible are expected to be perfected in time for the 1997/98 NHL regular hockey season. Mr. Perry assured the Board that should it decide to choose the Crystaplex 5000 Series at this time, perfections to the system (respecting the flexibility of the dasherboards) will be installed at no charge. Warranty is one year (frame has lifetime guarantee). In respect of the current dasherboards, Mr. Perry committed to retaining the Boards at the guaranteed trade-in quotation of $39,900. until August 15th and thereafter, up until H.E.C.F.I. takes possession of the new system. Mr. Perry advised that he is aware of two potential buyers of H.E.C.F.I.'s current system.

Mr. Brian Townsend advised that IcePro has been supplying dashers for over ten years; there are seven N.H.L. projects. The proposed installation of a supportless system in Copps Coliseum would be IcePro's first installation of this type of system. The flexibility issue has been addressed and remedied with the IcePro system which incorporates clips at the top of the glass allowing the panels to adjust upon impact. IcePro would be prepared to withhold the sale of the current H.E.C.F.I. system at a guaranteed price of $38,000 until August 15th; a commission of 10% payable to IcePro on any sale of the current system. There are potential buyers at this time.

Following the Board's discussion of the presentations it was

MOVED by Alderman Merling, seconded by Mr. Nelson that

MANAGEMENT BE DIRECTED TO NEGOTIATE WITH CRYSTAPLEX FOR THE REPLACEMENT OF THE DASHERBOARD SYSTEM AT COPPS COLISEUM AT A COST NOT TO EXCEED $150,000.; and

THAT SUBJECT TO APPROVAL BY THE CITY'S FINANCE AND ADMINISTRATION COMMITTEE, THE PROJECT BE FUNDED FROM H.E.C.F.I.'s RESERVE FUND FOR CAPITAL PROJECTS, ACCOUNT. NO. CH00206.

MOTION CARRIED. Mr. Kujavsky was not present in the meeting room during discussion or vote of the foregoing issue (see Declaration of Interest above). Mr. Kujavsky was invited back into the meeting room.

B. Special Event Subsidy Fund : Canadian Society of Association Executives

MOVED by Alderman Charters, seconded by Alderman Jackson that

AN EXPENDITURE OF $70,000. BE APPROVED TO COVER COSTS ASSOCIATED WITH HOSTING THE CANADIAN SOCIETY OF ASSOCIATION EXECUTIVES ANNUAL CONFERENCE AND TRADE SHOW; and

THAT THIS AMOUNT BE FINANCED FROM THE SPECIAL EVENTS SUBSIDY FUND, BUDGET LINES CH5X993-000104 AND CH5X994-000104.

MOTION CARRIED. Mrs. Dow did not participate in either the discussion or the vote (see Declaration of Interest above).

It was noted that the City's Finance and Administration Committee and the Committee of the Whole have approved an additional $50,000. allocation to the Special Events Subsidy Fund, (which is administered by H.E.C.F.I.) to be added to H.E.C.F.I.'s allocation of $20,000. specifically for the CSAE Conference.

The CEO advised that the City and Region are sponsoring two Convention events to which Board Members will be invited; Monday, July 14th is Greater Hamilton's Fun Night and Tuesday, July 15th is the farewell dinner, Starry, Starry Nights at the Convention Centre.

2. Correspondence

MOVED by Mrs. Dow, seconded by Mr. Skrypniak that

CORRESPONDENCE INCLUDED AS ATTACHMENT 2 BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held May 30, 1997

MOVED by Mr. Kujavsky, seconded by Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD MAY 30, 1997 BE RECEIVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Summary for the Five Month Period Ended May 31, 1997

The Board received as information the financial summary for the Five Month Period Ended May 31, 1997.

5. Private and Confidential

MOVED by Alderman Jackson, seconded by Alderman Charters that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:15 A.M.

MOTION CARRIED. Mr. Kujavsky left the meeting room.

MOVED by Mrs. Dow, seconded by Ms. Campbell that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:25 A.M.

MOTION CARRIED. Mr. Kujavsky was invited back into the meeting room.

6. New Business

Nil

7. Other Business

7.1 Summer Meeting Schedule

It was agreed that summer meetings of the Board will be at the Call of the Chair.

8. Date of Next Meeting

At the Call of the Chair.

9. Adjournment

The meeting adjourned at 10:35 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

BOARD OF DIRECTORS

PRIVATE AND CONFIDENTIAL AGENDA
August 20, 1997

1. Insurance Claim — Circulated at Meeting

Patricia Bennett
Legislative Assistant
August 12, 1997

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, September 26, 1997

9:00 a.m. (Breakfast served at 8:30 a.m.)

Hamilton Place Meeting Room 1

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

INFORMATION ITEMS

2. Correspondence — **Nil**

3. Minutes of Regular Meeting Held August 20, 1997 — **Attachment 3**

3.1 Errors or Omissions
3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Financial Summary for the Eight Month Period Ended August 31, 1997 — **Attachment 4.1**

5. Private and Confidential

6. New Business

7. Other Business

8. Date of Next Meeting: **Friday, October 31, 1997**
9:00 a.m. (Breakfast Served at 8:30 a.m.)
TBA

9. Adjournment

OUTSTANDING BUSINESS
Nil

September 19, 1997
Patricia Bennett
Secretary to the Board of Directors

3

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, August 20, 1997
12:00 Noon
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:	Alderman T. Anderson, Chair
	Alderman B. Charters, First Vice Chair
	Mr. G. Kay, Second Vice Chair
	Alderman T. Jackson
	Alderman H. Merling
	Mr. J. Kujavsky
	Mr. S. Monzavi
	Mr. J. Nelson
	Mr. W. Ingleby
	Ms. B. Campbell
	Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso
	Mr. J. Leuser
	Mr. B. Calder
GUEST:	Mr. P. Barkwell
REGRETS:	Mayor R. Morrow
	Mrs. M. Dow
	Mr. F. Deys

1. Opening Remarks

Alderman Anderson called the meeting to order at 12:10 p.m.

A. Ratification: Acceptance of Tender / Hamilton Place Roofing

Management's August 11th report was received. Alderman Anderson advised that he and Alderman Merling authorized the emergency purchase order to facilitate the awarding of the tender, thereby creating the necessary window for the supplier of choice to schedule the work and acquire the necessary equipment and supplies in readiness for an October completion date. It was

MOVED by Alderman Merling, seconded by Mr. Nelson that

THE H.E.C.F.I. BOARD OF DIRECTORS RATIFY THE EMERGENCY PURCHASE ORDER TO ACCEPT THE LOWEST OF EIGHT TENDERS RECEIVED SUBMITTED BY JULIAN ROOFING *(A DIVISION OF FLYNN ROOFING (CANADA) LTD.)*, STONEY CREEK, IN THE TOTAL AMOUNT OF $159,858.00 INCLUDING ALL APPLICABLE TAXES TO RE-ROOF SECTIONS OF THE HAMILTON PLACE ROOF.

MOTION CARRIED.

2. Correspondence

MOVED by Mr. Ingleby, seconded by Alderman Jackson that

CORRESPONDENCE BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held June 27, 1997

MOVED by Ms. Campbell, seconded by Mr. Skrypniak that

THE MINUTES OF THE REGULAR MEETING HELD JUNE 27, 1997 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Summary for the Seven Month Period Ended July 31, 1997

The Board received management's August 19th report. The Director of Finance and Administration reviewed the report, reiterating that the under-expended municipal contribution of $216,478 arose primarily due to a profit in the promotions/co-promotions budget; below-budget variable costs at the Convention Centre; and a favourable budget variance for box office operations. In addition, the surplus reflects the increased revenue from Versa Services Inc. (in accordance with the agreement, HECFI's commission from Versa Services Inc. was increased due to the increased activity resulting from the Bulldogs' games).

4.2 Copps Coliseum Dasherboard Replacement

During review of the June 27th minutes and in response to Alderman Merling's query respecting the status of the dasherboard replacement, the Director of Operations/Events Delivery reported that negotiations with Crystaplex has resulted in the replacement of the dasherboards at an estimated cost of $115,000 (the difference in original quoted price due to an increase in the trade-in value of the current dasherboard system). Replacement is scheduled to be complete in time for the first N.H.L. Exhibition game scheduled to take place September 13th. Reportedly, there are several potential buyers for the existing dasherboards.

5. Private and Confidential

MOVED by Mr. Monzavi, seconded by Mr. Kay that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 12:20 P.M.

MOTION CARRIED.

MOVED by Mr. Kujavsky, seconded by Alderman Merling that

THE IN-CAMERA SESSION BE ADJOURNED AT 12:40 P.M.

MOTION CARRIED.

H.E.C.F.I. -ats- Helen Marie Brydges

Following review of the City Solicitor's August 18th report by Mr. Peter Barkwell, it was

MOVED by Ms. Campbell, seconded by Mr. Kay that

H.E.C.F.I. RESOLVE ONTARIO COURT (GENERAL DIVISION) ACTION NO. 8510/95 BY THE PAYMENT TO THE PLAINTIFF, HELEN MARIE BRYDGES, OF THE SUM OF $131,168.00 INCLUSIVE OF DAMAGES, INTEREST AND COSTS; and

THAT THE PLAINTIFF, HELEN MARIE BRIDGES, BE REQUIRED TO EXECUTE A FULL AND FINAL RELEASE IN A FORM SATISFACTORY TO THE CITY SOLICITOR; and

THAT ONTARIO COURT (GENERAL DIVISION) ACTION NO. 8510/95 BE DISMISSED WITHOUT COSTS.

MOTION CARRIED.

Discussion of the circumstances surrounding the claim resulted in the Board's direction to management to formally correspond with Alderman Merling in his capacity as Chair of Transportation and Environment, requesting the Committee's consideration of replacing the interlocking bricks with cement sidewalks in Summers Lane and surrounding Copps Coliseum. As well, management was requested to present a report to the next Operations Committee outlining its inspection schedules and maintenance procedures respecting the interlocking bricks surrounding all H.E.C.F.I. facilities.

6. New Business

6.1 National Lacrosse League

Mr. Kujavsky declared a possible conflict of interest and left the meeting room at 12:41 p.m. The CEO announced the successful negotiation of a five year agreement with the National Lacrosse League for a Hamilton franchise to begin play in 1998. League franchises are also located in Buffalo, Rochester, Syracuse, Boston, New York, and Philadelphia. The 18-game season runs from January to April. Hamilton games will be played on Friday or Saturday nights. The Board directed the CEO to negotiate the standard clause which provides any potential N.H.L. franchise with first rights.

6.2 Resignation of Leslee Stewart

The CEO advised that Entertainment Executive Leslee Stewart announced her resignation effective September 3, 1997. Leslee has accepted a position with Feld Entertainment Inc. in Vienna, Virginia.

7. Other Business

7.1 Entertainment Line-up

The CEO reviewed the shows which he and his booking staff are currently working on. The Board congratulated Mr. Macaluso, noting the success which has been experienced since H.E.C.F.I.'s departure from its contract with C.P.I.

8. Date of Next Meeting

Friday, September 26, 1997
9:00 a.m.
Meeting Room #1, Hamilton Place

9. Adjournment

The meeting adjourned at 1:00 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

Hamilton
Entertainment
and Convention
Facilities Inc.

4.1

Financial Summary
For The Eight Month Period Ended August 31, 1997

Actual Results For The Eight Month Period Ended August 31, 1996		(1) Budget	(2) Actual	(3) Favourable <Unfavourable> Budget Variance
$3,971,318.	Revenue	$4,378,439.	$4,537,888.	$ 159,449.
5,807,055.	Expenses	6,078,645.	6,037,821.	40,824.
$1,835,737.	Excess of Expenses Over Revenue From Operations	$1,700,206.	$1,499,933.	$200,273.

Comments:

HECFI's municipal contribution was under-expended by $200,273 (see row 3, column 3 above) for the eight month period ended August 31, 1997. This represents a decrease of $16,205 in the under-expended amount reported to you last month for the seven month period ended July 31, 1997.

The over-expended municipal contribution of $16,205 for the month of August arose primarily due to the timing of various operational (cleaning and maintenance) and marketing expenditures versus the budget.

The under-expended municipal contribution of $200,273 for the eight month period arose primarily due to the following:

(a)	a favourable budget variance of $123,405 was realized from HECFI's promotions/co-promotions. This is because a loss of $100,000 was budgeted for the first eight months of the year whereas a profit of $23,405 was achieved	$123,405
(b)	a favourable budget variance of $52,397 was realized on the box office operations for the first eight months of the year	52,397
		$175,802

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

John A. Leuser

Mr. John A. Leuser, C.A.
Director of Finance and Administration

1997 September 12

:he

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Annual 1997 Budget (1)	Budgeted Operating Results For The Eight Month Period Ended August 31, 1997 (2)	Actual Operating Results For The Eight Month Period Ended August 31, 1997 (3)	Favourable/ (Unfavourable) Budget Variance Amount (4)	% (5)	Actual Operating Results For The Eight Month Period Ended August 31, 1996 (6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	$1,296,720	$852,547	$876,043	$23,496	2.8%	$856,743
OTHER RENTALS	529,130	366,483	289,547	(76,936)	−21.0%	258,612
FOOD, BEVERAGE AND CONCESSIONS	2,378,510	1,458,911	1,494,034	35,123	2.4%	1,115,644
RECOVERIES	2,279,580	1,359,084	1,455,450	96,366	7.1%	1,373,138
BOX OFFICE	339,790	194,830	248,496	53,666	27.5%	214,128
OTHER	299,400	146,584	174,318	27,734	18.9%	153,053
TOTAL REVENUE	**$7,123,130**	**$4,378,439**	**$4,537,888**	**$159,449**	**3.6%**	**$3,971,318**
EXPENSES BY DEPARTMENT / SECTION						
OPERATIONS–ADMINISTRATION	$286,800	$190,561	$191,040	($479)	−0.3%	$186,300
FOOD AND BEVERAGE	1,929,600	1,234,161	1,185,334	48,827	4.0%	1,074,723
EVENTS DELIVERY	2,724,740	1,708,886	1,791,200	(82,314)	−4.8%	1,782,711
BUILDING OPERATIONS	1,562,920	1,037,512	1,030,356	7,156	0.7%	888,871
MARKETING AND PROMOTION	1,349,190	836,570	809,231	27,339	3.3%	844,558
ADMINISTRATION–CEO/BOARD	429,900	285,749	278,326	7,423	2.6%	270,756
PROFESSIONAL FEES	33,230	22,160	23,965	(1,805)	−8.1%	13,237
FINANCE AND ADMINISTRATION	680,830	451,161	423,950	27,211	6.0%	423,013
BOX OFFICE	373,420	242,029	243,298	(1,269)	−0.5%	239,417
INSURANCE	104,790	69,856	61,121	8,735	12.5%	83,469
TOTAL EXPENSES	**$9,475,420**	**$6,078,645**	**$6,037,821**	**$40,824**	**0.7%**	**$5,807,055**
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	$2,352,290	$1,700,206	$1,499,933	$200,273	11.8%	$1,835,737
CONTRIBUTION FROM THE CITY	$2,352,290	$1,700,206	$1,700,206	$0	0.0%	$1,657,595
UNDER EXPENDED MUNICIPAL CONTRIBUTION	**$0**	**$0**	**$200,273**	**$200,273**	**0.0%**	**($178,142)**

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

Hamilton Entertainment and Convention Facilities Inc.

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, October 31, 1997

9:00 a.m. (Breakfast served at 8:30 a.m.)

Hamilton Convention Centre, Room 314

Marketing and Sales
c/o Hamilton Place
P.O. Box 2080, Stn. A
Hamilton, Ontario L8N 3Y7
Tel. 416/546-3100
Fax 416/521-0924

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A.	***Marketing & Sales Committee Third Report of 1997***	***Attachment A***
B.	***Operations Committee Seventh Report of 1997***	***Attachment B***
C.	***Finance & Administration Committee Sixth Report of 1997***	***Attachment C***
D.	***Community Dinner: B'Nai Brith Sports Celebrity Dinner: February 2, 1998***	***Attachment D***
E.	***Community Dinner: Gallery of Distinction 1997: November 5, 1997***	***Attachment E***

INFORMATION ITEMS

2.	**Correspondence**	Attachment 2
3.	**Minutes of Regular Meeting Held September 26, 1997**	Attachment 3
	3.1 Errors or Omissions 3.2 Motion for Approval	
4.	**Business Arising From the Minutes**	
	4.1 Financial Summary for the Nine Month Period Ended September 30, 1997	Attachment 4.1
5.	**Private and Confidential**	
6.	**New Business**	
7.	**Other Business**	
8.	**Date of Next Meeting:** At the Call of the Chair	
9.	**Adjournment**	

OUTSTANDING BUSINESS

Nil

October 27, 1997
Patricia Bennett
Secretary to the Board of Directors

A

MARKETING AND SALES THIRD REPORT OF 1997

The Marketing and Sales Committee presents the **THIRD** Report of 1997 from the meeting held October 22, 1997 and respectfully requests approval of the following recommendations:

1. Standing Committee and Board Meeting Schedule : Changes due to Municipal Election

THAT H.E.C.F.I. ADJUST ITS STANDING COMMITTEE AND BOARD MEETING SCHEDULE TO REFLECT THE CHANGES MADE TO CITY COUNCIL'S MEETING SCHEDULES; and

THAT ACCORDINGLY, STANDING COMMITTEES AND BOARD MEETINGS IN NOVEMBER BE CANCELLED; and

THAT DECEMBER STANDING COMMITTEES AND BOARD MEETINGS BE AT THE CALL OF THE CHAIR.

2. Copps Coliseum : Display Advertising

THAT THE AGREEMENT WITH NEON PRODUCTS LTD. AS EXCLUSIVE SALES AGENT FOR INTERIOR DISPLAY ADVERTISING SALES AT COPPS COLISEUM BE RENEWED FOR A ONE (1) YEAR PERIOD COMMENCING DECEMBER 1, 1997; and

THAT A CONTRACTUAL AGREEMENT BE DEVELOPED IN CONSULTATION WITH THE SOLICITORS FOR THE CITY OF HAMILTON IN ACCORDANCE WITH THE TERMS AND CONDITIONS OUTLINED IN MANAGEMENT'S REPORT DATED OCTOBER 14, 1997.

3. Organizational Revisions

RECOMMENDATIONS CONTAINED IN MANAGEMENT'S OCTOBER 1ST REPORT PERTAINING TO ORGANIZATIONAL REVISIONS WITHIN THE MARKETING AND SALES DEPARTMENT BE APPROVED AS FOLLOWS:

A. THAT THE POSITION OF MANAGER OF EVENTS DELIVERY, SALARY GRADE 19 ($58,791.72 - $69,087.20) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

B. THAT A NEW POSITION OF PROGRAMMING MANAGER IN THE MARKETING/SALES DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 19 ($58,791.72 - $69,087.20) AND THAT THE PRESENT INCUMBENT, MR. JOHN ELDER, BE TRANSFERRED INTO THE POSITION; and

C. THAT THE POSITION TITLE OF ENTERTAINMENT EXECUTIVE BE MODIFIED TO THEATRE PROGRAMMER AND RECLASSIFIED FROM SALARY GRADE 13 ($37,794.64 - $44,568.68) TO SALARY GRADE 12 ($34,001.76 - $39,962.52), AND THAT THE POSITION BE POSTED AND FILLED; and

D. THAT THE POSITION TITLE OF ENTERTAINMENT ASSISTANT BE MODIFIED TO ARENA PROGRAMMER AND RECLASSIFIED FROM SALARY GRADE 11 ($31,563.48 - $37,117.60) TO SALARY GRADE 12 ($34,001.76 - $39,962.52); AND THAT THE PRESENT INCUMBENT, MS. SANDY GRUBA REMAIN IN THE POSITION.

Respectfully submitted,

Fred Deys / pb

Mr. Fred Deys, Vice-Chair

Patricia Bennett

Patricia Bennett, Secretary

B

OPERATIONS COMMITTEE SEVENTH REPORT OF 1997

The Operations Committee presents the **SEVENTH** Report of 1997 from its meeting held October 22, 1997 and respectfully requests approval of the following recommendations:

1. Standing Committee and Board Meeting Schedule :
Changes due to Municipal Election

THAT H.E.C.F.I. ADJUST ITS STANDING COMMITTEE AND BOARD MEETING SCHEDULE TO REFLECT THE CHANGES MADE TO CITY COUNCIL'S MEETING SCHEDULES; and

THAT ACCORDINGLY, STANDING COMMITTEES AND BOARD MEETINGS IN NOVEMBER BE CANCELLED; and

THAT DECEMBER STANDING COMMITTEES AND BOARD MEETINGS BE AT THE CALL OF THE CHAIR.

2. Retrofit of Copps Coliseum Scoreboard

THE 1998 CAPITAL BUDGET PROGRAMME INCLUDE AN ALLOCATION OF $80,000. TO RETROFIT THE SCOREBOARD AT COPPS COLISEUM.

3. Organizational Revisions

THAT MANAGEMENT'S OCTOBER 1ST REPORT BE APPROVED AND THE FOLLOWING ORGANIZATIONAL REVISIONS BE ENDORSED:

1. A. THAT THE POSITION OF MANAGER OF EVENTS DELIVERY, SALARY GRADE 19 ($58,791.72 - $69,087.20) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

B. THAT A NEW POSITION OF PROGRAMMING MANAGER IN THE MARKETING/SALES DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 19 ($58,791.72 - $69,087.20) AND THAT THE PRESENT INCUMBENT, MR. JOHN ELDER, BE TRANSFERRED INTO THE POSITION.

2. A. THAT THE POSITION TITLE OF ENTERTAINMENT EXECUTIVE BE MODIFIED TO THEATRE PROGRAMMER AND RECLASSIFIED FROM SALARY GRADE 13 ($37,794.64 - $44,568.68) TO SALARY GRADE 12 ($34,001.76 - $39,962.52), AND THAT THE POSITION BE POSTED AND FILLED; and

   B. THAT THE POSITION TITLE OF ENTERTAINMENT ASSISTANT BE MODIFIED TO ARENA PROGRAMMER AND RECLASSIFIED FROM SALARY GRADE 11 ($31,563.48 - $37,117.60) TO SALARY GRADE 12 ($34,001.76 - $39,962.52); AND THAT THE PRESENT INCUMBENT, MS. SANDY GRUBA REMAIN IN THE POSITION.

3. A. THAT THE POSITION OF ASSISTANT MANAGER OF EVENTS (CC), SALARY GRADE 15 (43,484.48 - $51,205.44) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

   B. THAT A NEW POSITION OF EVENTS MANAGER IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 17 ($53,779.96 - $63,398.40) AND THAT THE PRESENT INCUMBENT, MR. DAVE KELLY, BE TRANSFERRED TO THE POSITION.

4. A. THAT THE POSITION OF ASSISTANT MANAGER OF EVENTS (HP), SALARY GRADE 15 ($43,484.48 - $51,205.44) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

   B. THAT A NEW POSITION OF ASSISTANT OPERATIONS MANAGER IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 16 ($47,412.56 - $55,811.08) AND THAT THE PRESENT INCUMBENT, MR. BILL FLETCHER, BE TRANSFERRED TO THE POSITION.

5. THAT A NEW POSITION OF EVENTS SUPERVISOR IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 12 ($34,001.76 - $39,962.52) AND THAT THE POSITION BE POSTED AND FILLED.

6. **THAT THE VACANT POSITION OF BOX OFFICE CLERK, SALARY GRADE 6 ($22,622.60 - $26,551.20) IN THE FINANCE AND ADMINISTRATION DEPARTMENT BE DELETED FROM THE STAFF COMPLEMENT.**

Respectfully submitted,

Alderman H. Merling, Chair

Patricia Bennett, Secretary

C

FINANCE AND ADMINISTRATION COMMITTEE
SIXTH REPORT OF 1997

The Finance and Administration Committee presents its **SIXTH** Report of 1997 from its meeting held October 22, 1997 and respectfully requests approval of the following recommendation:

1. Standing Committee and Board Meeting Schedule : Changes due to Municipal Election

H.E.C.F.I. ADJUST ITS STANDING COMMITTEE AND BOARD MEETING SCHEDULE TO REFLECT THE CHANGES MADE TO CITY COUNCIL'S MEETING SCHEDULES; and

THAT ACCORDINGLY, STANDING COMMITTEES AND BOARD MEETINGS IN NOVEMBER BE CANCELLED; and

THAT DECEMBER STANDING COMMITTEES AND BOARD MEETINGS BE AT THE CALL OF THE CHAIR.

2. Organizational Revisions

THAT MANAGEMENT'S OCTOBER 1ST REPORT BE APPROVED AND THE FOLLOWING ORGANIZATIONAL REVISIONS BE ENDORSED:

1. A. THAT THE POSITION OF MANAGER OF EVENTS DELIVERY, SALARY GRADE 19 ($58,791.72 - $69,087.20) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

B. THAT A NEW POSITION OF PROGRAMMING MANAGER IN THE MARKETING/SALES DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 19 ($58,791.72 - $69,087.20) AND THAT THE PRESENT INCUMBENT, MR. JOHN ELDER, BE TRANSFERRED INTO THE POSITION.

2. A. THAT THE POSITION TITLE OF ENTERTAINMENT EXECUTIVE BE MODIFIED TO THEATRE PROGRAMMER AND RECLASSIFIED FROM SALARY GRADE 13 ($37,794.64 - $44,568.68) TO SALARY GRADE 12 ($34,001.76 - $39,962.52), AND THAT THE POSITION BE POSTED AND FILLED; and

cont'd.....

B. THAT THE POSITION TITLE OF ENTERTAINMENT ASSISTANT BE MODIFIED TO ARENA PROGRAMMER AND RECLASSIFIED FROM SALARY GRADE 11 ($31,563.48 - $37,117.60) TO SALARY GRADE 12 ($34,001.76 - $39,962.52); AND THAT THE PRESENT INCUMBENT, MS. SANDY GRUBA REMAIN IN THE POSITION.

3. A. THAT THE POSITION OF ASSISTANT MANAGER OF EVENTS (CC), SALARY GRADE 15 ($43,484.48 - $51,205.44) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

B. THAT A NEW POSITION OF EVENTS MANAGER IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 17 ($53,779.96 - $63,398.40) AND THAT THE PRESENT INCUMBENT, MR. DAVE KELLY, BE TRANSFERRED TO THE POSITION.

4. A. THAT THE POSITION OF ASSISTANT MANAGER OF EVENTS (HP), SALARY GRADE 15 ($43,484.48 - $51,205.44) IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT, BE DELETED; and

B. THAT A NEW POSITION OF ASSISTANT OPERATIONS MANAGER IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 16 ($47,412.56 - $55,811.08) AND THAT THE PRESENT INCUMBENT, MR. BILL FLETCHER, BE TRANSFERRED TO THE POSITION.

5. THAT A NEW POSITION OF EVENTS SUPERVISOR IN THE OPERATIONS/EVENTS DELIVERY DEPARTMENT BE CREATED AND PLACED IN SALARY GRADE 12 ($34,001.76 - $39,962.52) AND THAT THE POSITION BE POSTED AND FILLED.

6. THAT THE VACANT POSITION OF BOX OFFICE CLERK, SALARY GRADE 6 ($22,622.60 - $26,551.20) IN THE FINANCE AND ADMINISTRATION DEPARTMENT BE DELETED FROM THE STAFF COMPLEMENT.

Respectfully submitted

Sonny Monzavi /pb
Mr. Sonny Monzavi, Chairman

Patricia Bennett
Patricia Bennett, Secretary

D

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO

DATE: October 24, 1997

SUBJECT: **COMMUNITY DINNER :**
B'NAI BRITH SPORTS CELEBRITY DINNER

RECOMMENDATION:

THAT H.E.C.F.I. PURCHASE A TABLE OF TEN TO THE 1998 B'NAI BRITH SPORTS CELEBRITY DINNER TO BE HELD MONDAY, FEBRUARY 2, 1998 AT THE HAMILTON CONVENTION CENTRE AT A COST NOT TO EXCEED $1070.

Gabe Macaluso

Gabe Macaluso, Managing Director/CEO

BACKGROUND:

- The H.E.C.F.I. Board of Directors traditionally has attended the B'Nai Brith Sports Celebrity Dinner.

- The event is held in the Hamilton Convention Centre and is a high profile community event.

- Funds will be included in the 1998 Operating Budget for the Board's attendance at this event.

B'NAI BRITH

SPORTS CELEBRITY DINNER

Viceroy Reading Lodge

Number 886, Hamilton, Ontario, Canada
47th Annual Sports Night - Monday, February 2nd, 1998
Hamilton Convention Centre

All correspondence to: Stephen Foster, 143 Hester Street, Hamilton, Ontario L9A 2N9

October 1, 1997

HECFI
101 York Blvd.
Hamilton, ON L8A 3L4
ATTN: Ms. Pat Bennett

Dear Ms. Bennett:

It is once again time to say thank you for your support at the 1997 B'Nai Brith Sports Celebrity Dinner. Through your participation we have been able to make significant contributions over the years to the building funds of our three major Hamilton Hospitals, Ronald McDonald Building Fund, YMCA Building Fund, Shalom Village, The Hamilton-Wentworth Regional Cancer Clinic and many, many more worthwhile local charities.

This year, the dinner will take place **Monday February 2, 1998 at the Hamilton Convention Center,** and our entire committee looks forward to your continuing participation. We will be presenting a special tribute to Gord Zack and Les Levitt for 47 years of service to Sports Night and the charities it has supported.

In conjunction with the Spectator, we will be honouring our outstanding 1996-97 High School Athletes-of-the-Year. The head table will again be graced by sports legends of local, national and international fame, with representatives from the Toronto Raptors, Toronto Maple Leafs, Hamilton Tiger-Cats, Toronto Blue Jays, Buffalo Bills and Buffalo Sabres among others in attendance.

Your committee is working diligently to put the finishing touches to this upcoming event; we look forward to seeing you there again.

For ticket information please contact one of the following:
Stephen Foster 388-9995 Gord Zack 529-1149.
Ticket prices for this tremendous evening will be $100 per person (plus G.S.T.)

Yours truly,

Stephen Foster,
Dinner Chairman

Honouring 47 Years of Commitment from Gord Zack & Leslie Levitt

E

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO

DATE: October 24, 1997

SUBJECT: **HAMILTON GALLERY OF DISTINCTION 1997**
November 5, 1997 : HCC

RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE UP TO TEN TICKETS TO THE HAMILTON GALLERY OF DISTINCTION NOVEMBER 5, 1997 AT THE HAMILTON CONVENTION CENTRE AT A COST NOT TO EXCEED $600.

Gabe Macaluso

Gabe Macaluso, Managing Director/CEO

BACKGROUND:

- H.E.C.F.I. traditionally purchases up to ten tickets to this event which is held at the Convention Centre where the actual "portrait gallery" is displayed on the second floor.

- There are funds available in the 1997 Operating Budget for the Board's purchase of ten tickets.

ROGER YACHETTI

Roger Yachetti received his law degree from the University of Western Ontario. He has contributed to this community by being active in numerous political, business and community organizations: Director of the Catholic Youth Organization for the Diocese of Hamilton, first President of the Law Clerk's Association, founding President of the Hamilton Criminal Lawyers' Association. He was awarded the Outstanding Person Award by the Hamilton Jaycees. While a Law Society Delegate to the Federation of Law Societies in of Canada, he chaired its National Committee on legal education for approximately two years. He was Chairman of the Board of Directors of the Hamilton Tiger-Cat Football Club and a Governor of the Canadian Football League. In 1994 he was named the Italian Canadian Citizen of the Year by the Hamilton chapter of The Order of the Sons of Italy. Also in 1994, he was named a Paul Harris Fellow by the Rotary Foundation of Rotary International.

DOROTHY HURST (1915-1997)

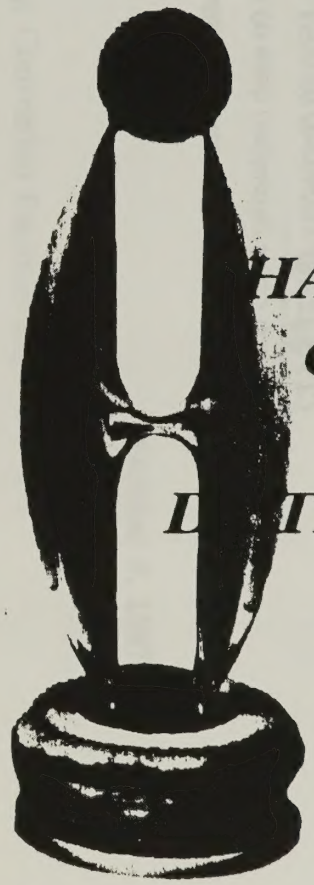
Dorothy Hurst's career began when she was nine years old and traveled by train to Rochester during the summer and on holidays for ballet lessons with a former dancer of the Ballet Russe. She started her dancing at Central High School and went on to teaching for more than half a century until she retired in 1979. Dorothy was founder of Hamilton's first baton twirling school and was renowned across Canada for her Tigerettes, which she created in 1957, realizing a life's ambition. The Tigerettes won more than 300 group awards for their style, precision and enthusiasm. The Tigerettes performed in New York, the Calgary Stampede, Montreal, the Quebec Winter Carnival, the New Orleans Mardi Gras and Expo. She was known throughout Canada for her work with halftime shows at Ticat football games. Her dedication to the community was also highlighted by her Dancerama benefit performances at Hamilton Place in 1977 and 1979, for the Hamilton Society for Crippled Children. When Dorothy was sixty-one, she joined a local seniors' troupe called the Geritol follies. By the time she retired fourteen years later, it too had grown into an internationally renowned act touring Florida and Scotland, and attracting busloads of seniors to sell-out shows at Hamilton Place. Dorothy Hurst died of pneumonia in January 1997.

JOHN LYLE (1872-1946)

John Lyle was born in Belfast, Ireland, and raised in Hamilton where his father founded the Hamilton Art Gallery. Trained in the Beaux Arts tradition which nurtured two other Canadian architects of note - Percy Erskine Nobbs and Ernest Cormicher. John Lyle fervently believed that form and decoration were the last stronghold of national expression in the face of what became known as the International Style. He designed Union Station, the Royal Alexandra theatre, many banks, a church in Hamilton, where his father was a Presbyterian minister, the central prison at Guelph, the original Stock Exchange, Woodbine Racetrack, houses and parks. After Beaux Arts training in Paris and New York, he first opened his office in Toronto in 1906 and became an immediately successful missionary for the Beaux Arts movement. He began later evolving a style which might be called Canadian Deco. He set out to revive the forms of Canadian architecture, and eventually abandoned Canadiana for a cleaner, less ornate style know as strip classical or depression modern. He was awarded the gold medal of Architects in 1926, and a silver medal for civilian relief work in France during World War I.

SISTER MARIA CORDIS

Sister Maria Cordis is a dynamo in the music education field in Hamilton. Born in Guelph, she moved to Hamilton with her family in 1919. She attended Cathedral High School and Hamilton Normal School. She began her teaching career at St. Ann's School in 1927, then taught in Hespeler (Cambridge) for six years.. By 1934, she had decided on a religious life and entered St. Joseph's Convent. She became music supervisor for Hamilton's separate schools and taught music for 23 years to children in 25 elementary schools. She became active with the Canadian Pensioners Concerned as its president. She has also run a weekly drop-in centre for seniors at Hamilton's Sons of Italy Hall. She leads the YWCA Fun Choir for seniors, plays the organ every day at mass and sits on the board of the Boris Brott Summer Music Festival. In 1988, she received the Ontario Senior Achievement Award for "outstanding contributions of individual senior citizens to their communities and the quality of life in Ontario". In December 1996, she reached the age of 90. Her secret? "Be interested in what you're doing in your life".



HAMILTON GALLERY OF DISTINCTION

an invitation

HAMILTON GALLERY OF DISTINCTION

1997 Awards Dinner

Wednesday, November 5, 1997

Hamilton Convention Centre

6:00 p.m. Cocktail Reception
7:00 p.m. Dinner

Dress Optional - Formal or Business Attire

The Hamilton Gallery of Distinction Awards Dinner is an important community event which recognizes and honours present and past prominent citizens who have by their accomplishments brought credit to our community. The Gallery holds an annual dinner where tribute is paid to inductees including presentation to them of the prestigious **Hamilton Gallery of Distinction Award** which is shown on the cover of this invitation.

Please join us with your spouse or friend at the fourteenth annual awards dinner where the following inductees will be honoured:

BJ (BERNIE) FALONEY

Bernie Faloney began his illustrious career playing varsity football with the University of Maryland; he played in the Sugar Bowl in 1952 and the Orange Bowl in 1953, quarter backing the Maryland team to the National Championship. In 1953, he was first draft choice of the San Francisco 49ers. He played twelve seasons of professional football plus two years in the U. S. Air Force. In twelve seasons with four CFL clubs, he played in eight Grey Cups, leading three to victory: Edmonton Eskimos in 1954 and the Hamilton Tiger-Cats in 1957 and 1963. He was the first person to quarterback both Eastern and Western league teams to the Grey Cup. In 1961, Bernie won the Schenley Award for outstanding football player in Canada and in 1965, the Jeff Russell Trophy for Sportsmanship and Outstanding Ability with the Montreal Alouettes. He also played for the BC Lions. He was inducted into the Canadian Football Hall of Fame in 1974, the Western Pennsylvania Hall of Fame in 1983, the Pennsylvania Sports Hall of Fame in 1985 and University of Maryland Athletic Hall of Fame in 1988. Bernie is currently Chairman of Contractors Machinery and Equipment Ltd in Burlington.

MAHMOUD (MO) ALI

Mo Ali received his M.D. from the University of Cairo in 1960 and his PhD from the University of London in 1966. He came to Canada in 1970 where he began work as a hematologist at the Hamilton General Hospital and as Assistant Professor in the Department of Pathology and Medicine at McMaster University. His successful career has included several senior positions at St. Joseph's Hospital, including Chief of Staff and Vice-President, Medical Services. He is currently Chairman of the M.D. Elective Program at McMaster University. He was a consultant for many years with the World Health Organization and sat on the Executive Committee of the International Society of Hematology. Dr. Ali has sat on a large number of regional, national, and international committees. He was President and Chairman of the Board for the Hamilton/Burlington Metro YMCA and was a Trustee on the Board of Governors of Mohawk College. His awards include the YMCA Peace Medal Award in 1988, the Hamilton Distinguished Citizen of the Year (1990) and the Distinguished Service Award of the Hamilton Academy of Medicine (1994). He was admitted to the Order of St. John by Queen Elizabeth II in 1982 and was promoted to the rank of Officer in 1996.

(over)

To: Hamilton Gallery of Distinction
c/o Grace Diffey
Neufeld & Company
309 Main Street West
Hamilton, Ontario L8P 1J7

Yes, we will attend the **Hamilton Gallery of Distinction** dinner on November 5th, 1997

Please send _____ tickets at $65.00 each (including $4.25 G.S.T.)

_____ table of 10 @ $600.00 (including $39.25 G.S.T.)

My cheque for $ _____ is enclosed

NAME: _____

COMPANY _____

ADDRESS _____

POSTAL CODE _____ TELEPHONE _____

G.S.T. # 130023542

OCT 15 1997

CANADIAN FOOTBALL HALL OF FAME & MUSEUM
58 JACKSON STREET WEST, HAMILTON ONTARIO L8P 1L4 PHONE (905) 528-7
FAX (905) 528-978

#2

October 9, 1997

Gabe:

~~Mr. Gabe~~ Macaluso
Hamilton Entertainment & Convention Facilities Inc.
1 Summers Lane
Hamilton, Ontario
L8P 4Y2

Dear Mr. Macaluso:

I want to take this opportunity to express my thanks for your generous assistance in making Induction '97 an outstanding success.

Your company's association with the Canadian Football Hall of Fame and Museum is of utmost importance to us and we appreciate your continued generosity.

We appreciate your help this year but are not unmindful of the many years you have been side by side with us in making these weekends something the inductees and their families will not easily forget.

Thanking you once again for your valued support of the Canadian Football Hall of Fame Weekend. I hope you and your company were pleased with our endeavours as we look forward to having you participate with us again in the future.

Yours Sincerely,

Reg

Reg Wheeler
Chairman,
Induction Committee

Please support our... "GREAT LEGENDS CAMPAIGN"

#3

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, September 26, 1997
Hamilton Place, Meeting Room One
9:00 a.m.

MINUTES

PRESENT:	Alderman B. Charters, First Vice-Chair Mr. G. Kay, Second Vice-Chair Alderman H. Merling Mr. J. Kujavsky Mr. F. Deys Mr. S. Monzavi Mr. W. Ingleby Ms. B. Campbell Mrs. M. Dow Mr. A. Skrypniak
ALSO PRESENT:	Mr. G. Macaluso Mr. J. Leuser Mr. B. Calder Mr. S. Farrauto Mr. J. Elder
REGRETS:	Mayor R. Morrow Alderman T. Anderson Alderman T. Jackson Mr. J. Nelson

1. Opening Remarks

The Chairman of the Board forwarded his regrets due to his attendance at an Insurance seminar. In his absence, Alderman Charters called the meeting to order at 9:00 a.m.

2. Correspondence

Alderman Charters read from correspondence received from the Secretary of the Community Family Treatment Program, Chedoke Child and Family Centre, requesting the Board's consideration of the purchase of tickets to a fundraiser taking place Wednesday, October 22, 1997 at Carmen's Banquet Centre. The proceeds of the event will go directly for the children of the Community Family Treatment Program. It was

MOVED by Alderman Merling, seconded by Mr. Kay that

THE BOARD OF DIRECTORS PURCHASE TEN TICKETS TO THE FUNDRAISER HELD WEDNESDAY, OCTOBER 22, 1997 AT CARMEN'S BANQUET CENTRE AT A COST NOT TO EXCEED $300.

MOTION CARRIED.

3. Minutes of Regular Meeting Held August 20, 1997

MOVED by Alderman Merling, seconded by Mr. Ingleby that

THE MINUTES OF THE REGULAR MEETING HELD AUGUST 20, 1997 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Summary for the Eight Month Period Ended August 31, 1997

MOVED by Mr. Monzavi, seconded by Mr. Skrypniak that

THE FINANCIAL SUMMARY FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 1997 BE RECEIVED.

MOTION CARRIED.

5. Private and Confidential

Nil

6. New Business

Nil

7. Other Business

During general discussion Board Members commended staff for the production of the Annual Report. Mrs. Dow relayed positive feed-back resulting from the recent C.S.A.E. convention. Mr. Deys commended Public Relations staff for its development of the H.E.C.F.I. Webb site. The recent media conference announcing Hamilton's new lacrosse franchise was very positively received.

8. Date of Next Meeting

TBA

9. Adjournment

The meeting adjourned at 9:25 a.m.

TAKEN AS READ AND APPROVED

Alderman B. Charters, Vice-Chairman

Patricia Bennett, Secretary

4.1

Hamilton Entertainment and Convention Facilities Inc.

Financial Summary
For The Nine Month Period Ended September 30, 1997

Actual Results For The Nine Month Period Ended September 30, 1996		(1) Budget	(2) Actual	(3) Favourable <Unfavourable> Budget Variance
$4,623,441.	Revenue	$5,028,777.	$5,348,879.	$320,102.
6,563,518.	Expenses	6,872,708.	6,970,459.	(97,751.)
$1,940,077.	Excess of Expenses Over Revenue From Operations	$1,843,931.	$1,621,580.	$222,351.

Comments:

HECFI's municipal contribution was under-expended by $222,351 (see row 3, column 3 above) for the nine month period ended September 30, 1997. This represents an increase of $22,078 in the under-expended amount reported to you last month for the eight month period ended August 31, 1997.

The under-expended municipal contribution of $22,078 for the month of September arose primarily from higher than anticipated revenues at the Hamilton Convention Centre.

The under-expended municipal contribution of $222,351 for the nine month period arose primarily due to the following:

(a)	a favourable budget variance of $123,405 was realized from HECFI's promotions/co-promotions. This is because a loss of $100,000 was budgeted for the first nine months of the year whereas a profit of $23,405 was achieved	$123,405
(b)	variable costs incurred to service food, beverage and rental revenue at the Hamilton Convention Centre were below budget	67,443
(c)	a favourable budget variance of $44,071 was realized on the box office operations for the first nine months of the year	44,071
		$234,919

HAMILTON CONVENTION CENTRE

Hamilton Entertainment and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton.

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

John A. Leuser

Mr. John A. Leuser, C.A.
Director of Finance and Administration

1997 October 15

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THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Annual 1997 Budget (1)	Budgeted Operating Results For The Nine Month Period Ended September 30, 1997 (2)	Actual Operating Results For The Nine Month Period Ended September 30, 1997 (3)	Favourable/ (Unfavourable) Budget Variance Amount (4)	% (5)	Actual Operating Results For The Nine Month Period Ended September 30, 1996 (6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	$1,296,720	$975,792	$1,019,660	$43,868	4.5%	$899,013
OTHER RENTALS	529,130	401,945	331,625	(70,320)	−17.5%	306,135
FOOD, BEVERAGE AND CONCESSIONS	2,378,510	1,675,442	1,824,884	149,442	8.9%	1,313,058
RECOVERIES	2,279,580	1,527,748	1,696,794	169,046	11.1%	1,602,478
BOX OFFICE	339,790	236,570	279,032	42,462	17.9%	274,877
OTHER	299,400	211,280	196,884	(14,396)	−6.8%	227,880
TOTAL REVENUE	**$7,123,130**	**$5,028,777**	**$5,348,879**	**$320,102**	**6.4%**	**$4,623,441**
EXPENSES BY DEPARTMENT / SECTION						
OPERATIONS–ADMINISTRATION	$286,800	$214,629	$215,477	($848)	−0.4%	$209,121
FOOD AND BEVERAGE	1,929,600	1,415,947	1,402,053	13,894	1.0%	1,232,484
EVENTS DELIVERY	2,724,740	1,883,451	2,019,704	(136,253)	−7.2%	2,002,980
BUILDING OPERATIONS	1,562,920	1,166,328	1,196,888	(30,560)	−2.6%	1,001,057
MARKETING AND PROMOTION	1,349,190	984,362	978,445	5,917	0.6%	966,953
ADMINISTRATION–CEO/BOARD	429,900	321,790	312,145	9,645	3.0%	306,558
PROFESSIONAL FEES	33,230	24,930	26,015	(1,085)	−4.4%	14,648
FINANCE AND ADMINISTRATION	680,830	508,410	478,191	30,219	5.9%	473,036
BOX OFFICE	373,420	274,273	272,664	1,609	0.6%	266,299
INSURANCE	104,790	78,588	68,877	9,711	12.4%	90,382
TOTAL EXPENSES	**$9,475,420**	**$6,872,708**	**$6,970,459**	**($97,751)**	**−1.4%**	**$6,563,518**
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	$2,352,290	$1,843,931	$1,621,580	$222,351	12.1%	$1,940,077
CONTRIBUTION FROM THE CITY	$2,352,290	$1,843,931	$1,843,931	$0	0.0%	$1,819,546
UNDER EXPENDED MUNICIPAL CONTRIBUTION	**$0**	**$0**	**$222,351**	**$222,351**	**0.0%**	**($120,531)**

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.